DATA ANALYST

LEVEL 4

The primary role of a **Data Analyst** is to collect, organise and study data to provide business insight. Data analysts are typically involved with managing, cleansing, abstracting and aggregating data, and conducting a range of analytical studies on that data. They work across a variety of projects, providing technical data solutions to a range of stakeholders/customers issues.

DURATION

24 months.

MANDATORY QUALIFICATIONS

Level 2 English and Maths will need to be achieved, if not already, prior to taking the end point assessment.

WHAT DOES THE QUALIFICATION COVER?

A Data Analyst will have Technical **Knowledge and Understanding** of;

- the range of data protection and legal issues
- the data life cycle
- the different types of data
- the fundamentals of data structures
- the importance of the domain context for data analytics
- quality issues that can arise
- importance of clearly defining customer requirements for data analysis
- the processes and tools used for data integration

Underpinning **Skills, Attitudes and Behaviours**

- Logical and creative thinking skills
- Analytical and problem solving skills
- Ability to work independently and to take responsibility
- Can use own initiative
- A thorough and organised approach
- Ability to work with a range of internal and external people
- Ability to communicate effectively in a variety of situations
- Maintain productive, professional and secure working environment

HOW WILL IT BE DELIVERED?

The apprenticeship can be delivered in a classroom setting to a cohort of learners or on an individual 1-1 basis to meet the needs of the employer and learner. Our blended learning approach supports the inclusion of additional elements of learning relevant to the individuals job role and specific employer requirements

Training will be delivered in line with the agreed Commitment Statement and will include:

- A robust initial assessment covering English and maths.
- Monthly 1-1 meetings between the apprentice and the trainer
- Tri-partite meetings every 12 weeks between the employer, learner and trainer to review progress and review the 'off the job' training elements.
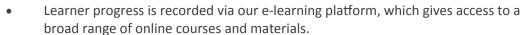
- Learner progress is recorded via our e-learning platform, which gives access to a broad range of online courses and materials.
- The employer can access the learners e-portfolio using their own log in to check on progress.

Once the learner has completed the appropriate functional skills and the employer, learner and trainer agree that the apprentice has reached the required standard in their knowledge, skills and experience, the learner will be put forward for their EPA.
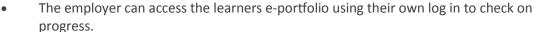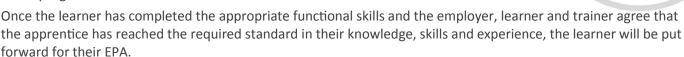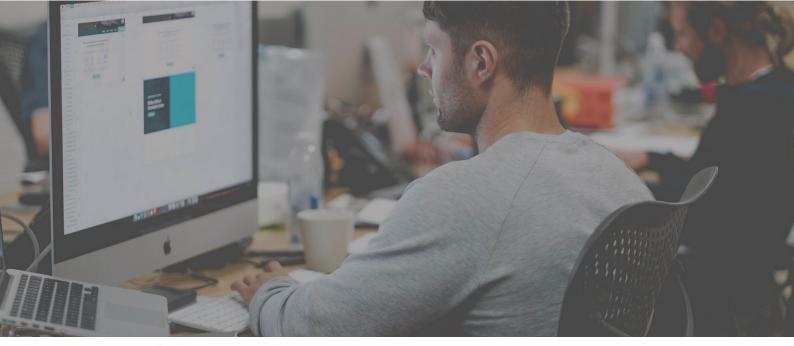
END POINT ASSESSMENT

The end-point assessment is designed to enable apprentices to demonstrate that they are fully conver-sant in the skills, knowledge and behaviours expected of individuals at this level. It is designed to provide the independent assessor with a holistic view of the apprentice, and allow them to assess to what extent the apprentice meets or exceeds the apprenticeship standard.

The end-point assessment will consist of:

- A portfolio
- A project
- An employer reference
- A structured interview with an Assessor

To learn more about opportunities for full or part funded, high quality training for you and your staff, call 0845 223 2401, or e-mail us at info@steadfasttraining.co.uk