Level 3

Data Technician

TYPICAL DURATION: 24 MONTHS

FUNDING VALUE: £12000*

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Role Profile

As a Data Technician, individuals are responsible for securely sourcing, formatting, and presenting data for analysis using basic methods. They communicate outcomes to relevant audiences, analyse structured and unstructured data to support business outcomes, blend data from multiple sources, and apply legal and ethical principles when manipulating data. They work with a wide range of stakeholders, collect and process data according to company procedures and recognised industry good practice, and may have the opportunity to mentor others.

Course Content

During the apprenticeship, individuals will acquire the necessary skills, knowledge, and behaviours for their chosen role and industry. This includes areas such as; Data Gathering, Data Analysis and Validation, Approach to Work, Distribution and Dissemination.

Further Information

This standard aligns with the following professional recognition: ·Information and Records Management Society for Individual member grade, The British Computer Society for Associate member grade

End Point Assessment

This EPA has 2 assessment methods.

- Scenario Demonstrations with questioning
- Professional Discussion underpinned by a portfolio

Awarding Body

BCS

Non-levy Employer Contribution*

£600 (5%)

Qualifications

Level 2 in English & Maths

A British Sign Language (BSL) qualification is an alternative to the English qualification for those whose primary language is BSL.

Typical Job Roles

Data Protection Lead

Data Protection Manager

Information compliance officer

Information governance lead

Information governance officer

Privacy officer

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Apprenticeships