

**Person specification**

**Associate type:** Independent End-point Assessor  
**Standard:** Data Technician (Level 3)

**Summary of Role**

- Assess and document apprentice competence against Apprenticeship Standards either at designated venues or remotely, using the stated assessment methods
- Provide advice and support on End- point Assessment sites and to the End-point Assessment team
- Participate in standardisation activities to ensure a consistent approach to End-point Assessment
- Maintain a thorough knowledge of City & Guilds End-point Assessment policies and procedures

Essential	Desirable
hold or be working towards an independent assessor qualification e.g. A1	experience of marking/grading assessments
<ul style="list-style-type: none"> <li>▪ have recent and relevant occupational experience gained in the last year or significant experience of the occupation/sector</li> <li>▪ knowledge of the following occupational areas:               <ul style="list-style-type: none"> <li>- experience of the application of this occupation across a variety of industries.</li> <li>- experience of working in the field of data analysis demonstrated within the Data Technician Apprenticeship Standard</li> <li>- experience of working with real life data analysis projects. Understands the implementation of projects</li> </ul> </li> <li>▪ demonstrate an awareness and understanding of the assessment plan, which is available via IFATE website</li> <li>▪ have the ability to assess the apprentice at this level</li> <li>▪ proficient IT skills with experience of using key business software e.g. outlook, Word and Excel</li> </ul>	experience of preparing for and presenting to a target audience
<b>Availability:</b> flexibility to travel across UK, if required	