Person specification for the role of Data Analyst

Essential	Desirable
Up to date, relevant, in-depth and broad experience of working in this occupation.	Experience of preparing for and presenting to a target audience
Relevant industry expertise equivalent to or higher than the level of the apprenticeship standard being assessed and/or relevant professional recognition at a level equivalent to or higher than the registration level of the apprenticeship standard being assessed.	Experience of marking and grading assessments
The possession of practical and up to date knowledge of the application of current working practices, infrastructure, tools and technologies appropriate to this occupation and of relevance to the sector/size of business in which they will be carrying out assessments	D32, D33, A1 or Level 3 TAQA or equivalent, or be working towards it.
Essential knowledge and skills: ➢ An understanding of apprenticeship standards, with specific knowledge about the relevant industry area for the role ➢ Experience of producing clear, accurate and concise written reports, including remarks/enquiries about results ➢ Proficient IT skills ➢ Analytical, critical thinking skills ➢ Excellent interpersonal skills ➢ Excellent written and verbal communication skills with substantive experience of providing supportive, concise feedback to both learners, Assessors and delivery staff ➢ Organisational skills and the ability to prioritise effectively. ➢ Ability to work independently.	
Flexibility to travel across UK, if required.	
Driving license	