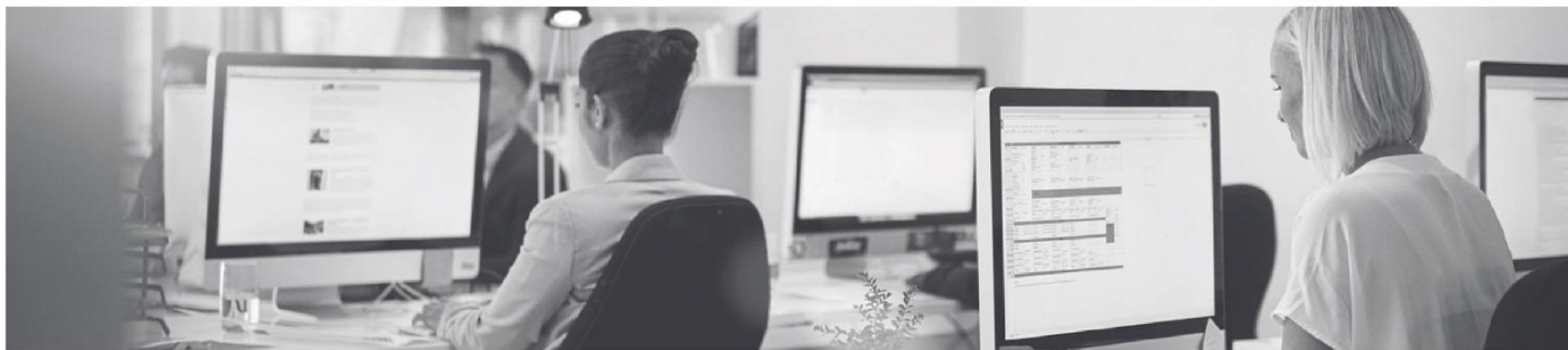


DATA TECHNICIAN

LEVEL 3

Your fastest way to learn. Why wait?





Our program is meticulously crafted to empower apprentices with the skills to source, format, and securely present data in a manner that is both relevant and primed for analysis, using fundamental methods.

Throughout this program, apprentices will acquire a range of critical skills, including:

- The ability to communicate data outcomes effectively, tailoring their approach to suit various audiences.
- Proficiency in analysing both structured and unstructured data to support key business objectives.
- Expertise in blending data from multiple sources as required.
- A deep understanding of the legal and ethical principles that guide data manipulation.

Our apprentices are not just data technicians; they are equipped to become data professionals capable of making informed decisions that drive business success. With a blend of professionalism and approachability, they ensure that data is not just a resource but a strategic asset for your organisation

AT A GLANCE...



16 months



12000



Online, residential



• Certiport IT Specialist - Databases - ITS-201

MILESTONES

3 months: At this stage, apprentices should gain an understanding of how data is used in business, become familiar with the main software tools used for data analysis, and grasp the various roles and responsibilities within the data field. Additionally, they should appreciate how data visualisation can be a powerful tool for storytelling in data. It's essential for them to understand their position in the organisation and recognise the importance of data in their business operations.

6 months: By the six-month mark, apprentices should progress to understanding the different types and formats of data. They should also learn how to enhance data quality and security. Moreover, they should differentiate between structured and unstructured data. Developing effective communication skills with stakeholders and identifying their own continuous professional development (CPD) needs is also a crucial aspect of their growth.

9 months: At this stage, apprentices should delve into the fundamentals of data storage. This includes knowledge of relational and non-relational databases and data integration. They should also gain insights into how modern data architectures operate. It's vital for them to comprehend the data storage and processing architecture specific to your organisation. Additionally, they should learn how to extract and analyse relevant datasets effectively.

12 months: After a year on their apprenticeship, they should have acquired practical data analysis skills in Excel. This should cover various aspects such as pivot tables, power query, data visualisation (including dynamic charting), and an introduction to statistics within Excel. Furthermore, apprentices should be capable of sharing their findings in a suitable and compliant manner, adhering to wider data privacy legislation.



Key areas covered are:

- Role of the Data Technician
- Introduction to Excel
- Fundamentals of visualisation
- Open Source resources
- Types formats and structures of data
- Identification of Data Quality issues
- Database and Data Warehouse fundamentals
- Dashboarding
- Analysis of Data in Excel including power query and power pivot





Who can enrol?

We're all about helping people thrive in their chosen careers, so this programme is ideal for learners that have an interest in the world of data and really want to develop their knowledge and understanding.

The Level 3 Data Technician programme would be best suited to apprentices that are just embarking on their career in data and have a keen interest in learning more.

Learners will need to be in a suitable role in order to study on this programme, but our team will assess that for you.

They'll also need one of the following;

- a minimum of 5 GCSE's
- a passing score on a BKSb assessment,
- level 2 qualification in a relevant subject (ideally STEM/Digital subjects.)





EPA

For the Level 3 Data Technician apprenticeship, the EPA consists of:

- a scenario demonstration with questioning
- a professional discussion underpinned by a portfolio of evidence, with the independent assessor

If needed, functional skills in Maths and English will be undertaken by your apprentice whilst they're on programme with us.

What's next?

Apprentices wishing to carry on their learning are able to apply to study further with the following apprenticeship

- Level 4 Data Analyst

Data Technician **Level 3 Apprenticeship**

Course Starts

Duration
16 months

Association of Apprentices (AoA)

AoA Connect

AoA Learn

AoA On-Demand

Data Technician
Fundamentals

How I Keep My
Skills Relevant

Communicating with
Stakeholders

Year 1

e-Learning courses

The Importance of Data to
My Role and My Organisation

Data Technician
Concepts

Law, Policies
and Procedures

Sharing Findings

How I Operate as
Part of a Team

Extracting Data
and Preparing
Data

Data Analysis and
Visualisation with Excel

Producing Analysis

Database
Essentials

Year 2

End Point Assessment

- Portfolio Finalisation
- Gateway Submission
- Scenario Demonstration with Questioning

- Professional Discussion underpinned by portfolio
- Grade Profile

**Programme
Achievement**



Learner Mentor
Progress Review



Online
Learning



Training
Block



Work-based
Projects



Portfolio
Review



Synoptic
Projects



Final
Interview

FIREBRAND