Grade II Data Processor

Competence 2

The ability to process, interpret, and monitor survey data within a supervised project environment
This meets the requirements of IMCA S/S34/000//07/7.1;7.2 & 7.4

Candidate Name:		Date:	
Activity Number (1,2, or 3):			

Performance Criteria: all of these must be assessed over a minimum of 3 work activities

Type of Evidence: Observation (O), Work Product (P), Written (W), Questioning (Q), Not Covered (N/C) or Not Applicable (N/A)

	Performance Criteria	Type of Evidence
a)	Demonstrates the ability to access and view survey data using processing programs	
b)	Demonstrates the ability to graphically display data sets	
c)	Demonstrates the ability to produce listings from data sets	
d)	Demonstrates the ability to process data to set project procedures	
e)	Demonstrates the ability to apply pre-determined filters and smoothing algorithms to data sets	
f)	Demonstrates the ability to use all standard functions in processing suite	
g)	Demonstrates the ability to understand data sets in the context of survey methods and objectives	
h)	Demonstrates the ability to identify and rectify spurious data in raw data sets	
i)	Demonstrates the ability to identify data fields in raw and processed data	
j)	Demonstrates the ability to compare raw and processed data sets	
k)	Demonstrates the ability to maintain data quality control records	
l)	Demonstrates the ability to identify data sets that do not meet defined acceptance criteria	

Witness name: (If applicable in assessment plan)		Date:	
Assessor name:		Date:	