

DACUM Chart Applications

- ✍ job descriptions
- ✍ development of procedures & job aides
- ✍ framework for ISO9000, QS9000 and Malcom Baldrige certification
- ✍ performance evaluations
- ✍ training & development materials
- ✍ process improvement
- ✍ assessment of relevancy and content of current training materials & job aides
- ✍ development of k-12, community college, or university curriculum to support industry growth & development
- ✍ corporate reorganization and change management

Satisfied DACUM Clients

Leaders in Business

American Electric Power
AT&T
Blue Cross/Blue Shield
Champion International
Dofasco
Eastman Kodak
Ericsson
General Electric
General Motors
James River
John Deere
Lucent Technologies
Monsanto
Motorola
Navistar International
Roadway Express
UAW-Ford
United Airlines
Virginia Power
Walt Disney World
Yellow Freight

Leaders in Education

Johnson and Wales
Ohio State University
North Dakota State
Bowling Green State
Temple University
Ferris State
Indiana University of PA
Oklahoma State University
San Diego City College
San Diego Miramar College
University of Central Florida

DACUM
Workforce
Development
Through
Job
Analysis

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DACUM Defined

DACUM is a job and occupational analysis process conducted by a trained facilitator working with employees with reputations as "top performers" in their jobs. Workers are recruited directly from the business or industry being analyzed. These workers become the Panel of Experts who collectively and cooperatively describe the occupation in the language of the occupation.

The Panel works under the guidance of a trained facilitator for two days to develop the DACUM Research chart. The chart contains a list of general areas of competence called DUTIES and several TASKS for each duty. Brainstorming techniques are used to obtain the collective expertise and consensus of the committee. The completed chart is a graphic profile of the duties and tasks performed by successful workers in the occupation.

The Panel identifies the general knowledge and skills required of a qualified worker; worker behaviors essential for success; required tools, equipment, supplies, and materials; and future trends and concerns likely to cause job changes..

The process produces superior results for all occupational levels

Sample DACUM Chart

DACUM Research Chart for Radiation Protection Technician

		Tasks			
		A-7 Participate in safety meetings	B-7 Survey work area	C-7 Identify entry/exit points	D-7
		A-6 Perform housekeeping activities	B-6 Perform leak test analysis	C-6 Enforce entry/exit procedures	D-6 Package RAM and
		A-5 Perform air flow measurement	B-5 Collect leak test samples	C-5 Secure restricted areas	D-5 Mini-imize radioac-
		A-4 Assess radiological conditions	B-4 Analyze samples	C-4 Post radiological conditions	D-4 Segre-gate radioac-
		A-3 Determine personnel monitoring needs	B-3 Perform laboratory work	C-3 Calculate exposure rates	D-3 Charac-terize RAM
		A-2 Apply ALARA principles	B-2 Collect samples (e.g., air, water, soil, biological)	C-2 Specify protective measures	D-2 Use RAM
		A-1 Determine protective equipment needed	B-1 Obtain monitoring supplies and materials	C-1 Identify restricted areas	D-1 Receive RAM
Duties		A	B	C	D
		Assure Safe Work Environment	Process Radiological Data	Control Access	Manage Ram

Courtesy of
Center on Education and Training for Employment
The Ohio State University

The DACUM Philosophy

- ✍ Expert workers are better able than anyone else to describe their occupation.
- ✍ An occupation can be described effectively in terms of the tasks successful workers perform.
- ✍ Successful task performance is directly related to the knowledge,

What do DACUM Services Cost?

\$2,950* per job**
analyzed
plus travel & per diem
expenses for facilitator(s)

*education discounts available