



Major Uses of DACUM Analysis

Curriculum Development & Training

- Identify important job duties/tasks
- Basis for determining task importance/difficulty
- Establish job performance standards/assess training needs
- Foundation for competency-based curriculum/instructional materials development
- Basis for quality education/training programs

Management Decision-Making

- Re-design jobs to eliminate duplication/redundancy
- Determine task value added
- Establish standard operating procedures (SOPs)
- Input to Quality Planning (ISO/QS 9000)
- Process identification/improvement
- Conceptualize new/restructured jobs

Human Resources & Organizational Development

- Develop position-specific job descriptions
- Basis for job classifications
- Basis for employee compensation
- Basis for position-specific employee performance evaluations
- Basis for employee promotions/recognition

Career Advising & Counseling

- Assess candidate interest in job
- Assess candidate's present skills
- Advise employee on learning needs
- Advise employees on career planning

Assessment & Testing

- Assessment of employee knowledge
- Assessment of employee skills
- Assessment of employee work behaviors
- Selection testing
- Promotion testing

Certification & Licensing

- Identify job competencies required for professional certifications
- Certify trainee/worker competence
- License workers for trades/professions