

COMPANY

A leader in end to end and integrated training solutions. Delivering cutting-edge tools and services, the company is paving the way to become a strong and strategic partner to leading organisations. With significant operations in Asia – Pacific, the company provides a comprehensive portfolio of services that include leading edge Learning & Development tools and platforms for development of blended learning.

ROLE

- Negotiate with vendors regarding requirements and standards
- Analyse impacts of training costs to overall project and feed through to Programme Management during scoping phase.
- Operate within the established process and meet deliverables at each step
- Initially manage 10 staff members - potentially a pool of staff as projects grow.
- Consecutively manage up to 15 projects at any one given time.
- Drive milestones through teams to ensure deliverables are met & risks mitigated.
- Track milestones through Microsoft Project to ensure deliverables are on track.
- Develop a Training Strategy document to sign off level to accurately reflect impacted audiences, strategy, implementation, support and handover.
- Negotiate with IT the development of environments outlining technical specifications for the business.

QUALIFICATIONS

- Project Management experience in a training related environment
- Tertiary qualifications in Adult Learning principles
- Cert IV in Assessment & Workplace training
- Understanding of Online Simulation Tools, e.g. Captivate
- Demonstrated ability in the analysis, design, development and delivery of training/learning and development solutions, including curriculum/course development.

SKILLS & VALUES

This role requires high analytical skills, negotiation ability and financial understanding along with a strong strategic view of the impacts implementation will have. In addition, the ability to work with a wide range of technical and non technical people, act decisively, to stay focused on the big picture. An engaging - enthusiastic, 'can-do' attitude is essential to success in this role.

OVERVIEW

JH Reference Nos.

Syd10071001

Advertised On

dd/mm/yyyy

End Date

dd/mm/yyyy

Location

Sydney

Work Type

Full time

Duration

6 months

Rates

\$X pd + super

Incl. of GST

Experience

Min. 6 years

Hours / Days

40 hrs per week

Job Description

Available

Travel

Not stated

Contact

Learning Xponents

Interested in applying for this Role?

Submit your Resume / Curriculum Vitae

Email: jobs@learningxponents.com.au fax: +61 2 9712 4513

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