

Senior Training Specialist

First Data

Date Posted: 2010-01-14

Located In: Omaha, NE

Salary: \$43000 - \$67000

Department: Training & Organizational Dev

Description

Conducts supervisory, management, or non-technical skills training courses for internal or external clients. Uses needs assessment tools to determine effectiveness of proposed training programs. Ensures the creation or successful management of design and development of high-quality, effective, targeted learning and other interventions that help address the specific root causes of human performance gaps. Interacts with functional organizations to develop specifications for communications. Performs Program Impact Analysis, ROI Program Evaluation, and oversees program measures. May compile scorecard. Provide monthly program management support for program roll out. Manage vendor relations. Point of contact for scheduling. Interface for LMS. Data collection for curriculum deployment. Facilitate process improvement sessions where necessary as well develop processes for internal development and delivery of enterprise training programs.

Candidate Requirements

Desired Background & Experience: Experience & knowledge of managing the RFP process. Bachelor degree. Strong management background & experience. Strong people skills. Ability to manage multiple tasks & priorities. Strong organization, analysis & problem solving skills. Ability to communicate effectively with both technical & non-technical personnel. Excellent written & oral communication skills. Strong customer service skills & awareness. Ability to work in a positive & professional manner with both internal & external customers Limited travel (approx. 10%)

To apply: http://careerlink.com/job/view/0302_010675