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# Example of Product Training Manager Job Description

Our growing company is looking to fill the role of product training manager. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for product training manager

* Reviews Functional Specific Training Plans for global applicability to ensure consistent regulatory and compliance training efforts
* Establishes and adheres to style guides and design standards that provide a consistent framework for the development of training materials
* Ensures applied instructional design in the development of training materials, and independently manages 3rd party contractors/vendors and internal business stakeholders
* Collaborates with a network of subject matter experts (SMEs) within the functional areas supporting training development
* Is knowledgeable of all services and activities provided by PDQ Training Program in order to provide business stakeholders with a comprehensive overview and effectively communicates how their training needs can be met
* Stays abreast of the training industry (including adult learning, instructional design, e-learning, and performance improvement) in order to provide learning leadership and stay fully aware of the most current learning trends
* Functions as trainer for Training Specialists and provides mentoring in collaboration with the Head of Training Program
* Accomplishes training operational objectives by contributing recommendations to training strategy
* Works with Asia P&D or channel partners to develop joint plans for distribution
* Supports the forecasting process with analysis of product mix and customer preferences

## Qualifications for product training manager

* Prior experience with growth programs/roles is a big plus
* Conversant with data analysis and the best tools for retrieving, manipulating, and visualizing data
* Good understanding of the Analytics market, and key competitors
* Product management experience or desire/interest in this area
* Creativity, strategic thinking, and leadership
* Proficiency using Social Network channels to develop and drive community engagement and product awareness