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# Example of Training Delivery Job Description

Our innovative and growing company is looking for a training delivery. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don’t fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for training delivery

* Manage change related to training activities to drive adoption by leveraging / creating a change management approach
* Manage the development of both projects by ensuring that project deliverables are on track with the projects’ milestone schedule
* Review the status report of both projects and addresses issues as appropriate
* Identify areas for project improvement and develop endorsed plans for adjustment and implementation
* Where required, provide expertise and guidance to the security consultancy and security training project teams
* Responsible for growing HMHS’s OCM customer facing training footprint through our sales pipeline, extending work in current accounts, and finding innovative ways to develop LS into a profit center using best practices, cross-functional training resources, and lower cost model techniques
* Establish the overall Learning Services practice strategy and operating procedure, including best practices and innovative hybrid service offerings
* Partner with HMHS business leaders and Tower leads, and members of the OCM team to assess business challenges and opportunities in the market that affect training solutions, determine metrics to best assess learning impacts and return on investment
* Define our OCM HMHS Learning Services marketing plan and strategy for internal and external customers to build our training eminence and educate others on the services we provide
* Assess existing effectiveness and quality of existing training activities at specific customers, including competitive landscape work jointly with HMHS’s account managers and/or Solution Delivery leads to determine the best strategy to position training services

## Qualifications for training delivery

* A highly professional and credible approach, with excellent communication skills (including presentations and “pitches”)
* Ability to compile, analyse data, derive insights to improve results, increase customer satisfaction and loyalty
* Ability analyse client’s business, processes, knowledge gaps and recommend valued-added learning solutions that can address those needs
* Strong project management skills with an eye for detail and quality, ability to juggle multiple tasks and deadlines
* Strong PC skills, Microsoft Word, PowerPoint, Excel
* Prior experience of consulting desirable