Our growing company is looking for a business trainer. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for business trainer

- Designing, developing and driving best practice toolkits for learning and support materials with a global reach
- Diagnosing business issues and creating relevant end to end learning solutions that ensure alignment to the future strategic direction of the business and address the key Group macro areas of training focus
- Conducting an in-depth business driven training needs analysis and demand planning
- Maintaining continuous improvement across operational processes, procedures and solutions
- Thinking creatively to craft "just in time" learning solutions, including eLearning's, videos, knowledge forums, social media tools, and internal expert talks
- Interfacing with the platform owners, change forums, and in flight projects to maintain a full knowledge of major/minor change activities and provide support to projects on methodology, approach, tools and integration
- Research new formats and learning tools and influences the selection process with new system implementations
- Be a key liaison and partner to the Mortgage Lending business area by evaluating and identifying training gaps and developing recommendations
- Consult with all levels of management to gain knowledge of work situations or training gaps and identifies and conducts special training needs to address any needs
- Develop and execute needs assessments and testing procedures to identify training and development needs

- Ability to interpret contracts, benefits, DOFR details and claims payment guidelines
- Five or more years of experience in training and development including needs assessment, design, delivery and evaluation or equivalent experience in applicable field to have gained expertise in field
- Conducts needs assessments to determine specific learning needs of Business Development staff
- Designs learning solutions to meet the identified learning needs of Business Development staff
- Assesses and improves the effectiveness of ongoing employee and management development strategies to ensure consistency and quality across the organization
- Designs, implements, and consults on performance management, career and succession and leadership programs and initiatives for Business Development staff