

Location: Karachi
Job type: Permanent



EXECUTIVE - TRAINING AND DEVELOPMENT

JOB DESCRIPTION:

- Identify training needs by evaluating strengths and weaknesses.
- Translate requirements into trainings that will groom employees for the next step of their career path.
- Build annual training program and prepare development plans.
- As part of the HR team, trains and coaches' managers, supervisors and others involved in employee development efforts.
- Plan, organize, facilitate and order supplies for employee development and training events.
- Conduct follow-up studies of all completed training to evaluate and measure results.
- Modify programs as needed.
- Work effectively as a team member with other members of management and the HR staff.

SKILLS & REQUIREMENTS:

- Minimum 2-3 years of experience in Training & Development.
- Proven experience in designing multiple training events in a corporate setting.
- Proven ability to master the full training cycle.
- Master's degree in Human Resource, or equivalent.



Eligible candidate may send their resumes at careers@jazaaglobal.com while mentioning "Executive – T&D" in the subject line.