

### Soft Skills Trainer, Tata STRIVE

Tata STRIVE, is group wide skill development initiative, launched recently aims to develop **Employability, Entrepreneurship** and community **Enterprise** capabilities. This initiative would involve mobilizing youth (18 – 35 years) from under-served communities, training them on demand driven vocational skills along with integrated life-skills to empower them for a brighter future.

Designation	Trainer
Openings	1
Objective	<p>This position demands</p> <ul style="list-style-type: none"> <li>- Training students at TSSDC (Tata Strive Skills Development Centres)</li> <li>- Delivery and continuous improvement of training programs; collating and sharing feedback about the training program; develop reinforcements and evaluate outcomes.</li> </ul>
Major Deliverables	<ul style="list-style-type: none"> <li>• Demonstrate understanding of Employability skills, teaching materials, and procedures with understanding of various teaching methods.</li> <li>• Create and maintain a positive and professional learning environment</li> <li>• Must be a leader that sets the standard and expectations through example in his/her conduct, work ethic, integrity and character</li> <li>• Able to deliver, project and motivate trainees through effective training methodologies both in group and individual classroom dynamics</li> <li>• Utilize a variety of the training methodologies, techniques, concepts, learning tools, and practices to ensure maximum effectiveness of training delivery, as per the framework provided</li> <li>• Conduct specific training needs assessments to support the design, development and delivery</li> <li>• Monitor and measure effectiveness of training programs and provide necessary feedback to the corporate team for necessary changes when required</li> <li>• Partner with students in their learning process and ensure positive impact on the scorecard</li> <li>• Performs other related duties as assigned or requested</li> </ul>
Working Conditions/Job Environment	<ul style="list-style-type: none"> <li>• Able to work a flexible schedule including weekends, holidays and evenings to accommodate training, monitoring , field work and job based projects</li> <li>• Must be able to travel as needed</li> </ul>
Essential Skills (Minimum qualifications individual must possess when entering position) – i.e. skillsets, education, certifications, etc.	<ul style="list-style-type: none"> <li>• Training experience – proficient in training methodologies, curriculum development and soft skills (communication skills, critical thinking, time management, team building, etc.)</li> <li>• Must have a “big” picture focus in both departmental and company strategy</li> <li>• Demonstrated ability to successfully develop and deliver training programs utilizing skills in instructional design, program design &amp; development, and training methodologies</li> </ul>

	<ul style="list-style-type: none"> <li>• High energy, enthusiastic, motivational training style</li> <li>• Excellent creative and conceptual thinking abilities</li> <li>• Strong communication skills, both verbal and written.</li> <li>• Computer literate with in-depth knowledge of MS office and web based systems; visual aids, technology</li> <li>• Strong history of executing the vision of senior management</li> <li>• Strong organizational, planning, project management, problem resolution, communication, presentation, facilitation, and influencing skills required</li> <li>• Strong people management and leadership skills</li> <li>• Superior organizational skills, attention to detail/level of quality, communication (written and verbal) and service skills.</li> </ul>
Reporting To	Administrative reporting to Centre Head & Functional Reporting to the Master Trainer
Desired Attributes	Familiar with vocational training industry & various skill development programmes
Qualification	Graduate /PG Certified/Qualified/ Experienced Trainer
Desired Experience (years)	2 – 5 Years