

Position	Assistant Manager / Deputy Manager - Training and Development Learning & Development
Position Purpose	Understand training needs, develop training content, and train employees on various products and processes.
Role & Responsibilities	<p><u>Roles and Responsibilities</u></p> <ul style="list-style-type: none"> • Conducting training for Trade Finance / Global Trade makers and checkers • To understand the processes and develop training content • Train new recruits in the department about product and process, and refresher training programs for all employees • Maintain MIS for training conducted • Liaise with managers and Team Leaders for the training arrangements • Be updated about any changes in the product and processes • Do necessary changes in the content simultaneously • Responsible for Improving efficiency/productivity of the employees by using the right mix of training methodology • Know-how of banking products and processes
Job specific skills	<p>Applicants should possess the following attributes:</p> <p><u>Work Experience</u></p> <ul style="list-style-type: none"> • 3 - 4 years' experience in working in training profile • Experience in working in Banking domain <p><u>Behavioral Skills</u></p> <ul style="list-style-type: none"> • Excellent verbal, written communication skills • Good interpersonal skills and presentable • Eye for detail - Ability to identify potential failure modes • Analytical and problem-solving ability
Educational Qualification	Graduation from a recognized educational institution in India / Overseas Professional qualifications in the areas of trainings will be an advantage.
Minimum Experience	Minimum of 3 - 4 Years of experience
CTC offered	Compensation will not be a limiting factor for the right candidate(s) and will be discussed on case to case basis
Location of posting	GIFT City, Gandhinagar. The candidate(s) may be deputed to work with team(s) with the organization / any subsidiary of the parent organization if and as deemed necessary.
Email to be sent to	recruitment@bgss.in
Website	www.bgss.in
Contact Person	HR - BGSS