



## Вакансия - Training and Development Specialist в Москве

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Размещено: 4 мая 2021 г.

[Источник вакансии](#)

We are looking for high caliber professionals to help achieve our goal of becoming **one of Europe's three most successful apparel retailers by 2023** .

### Job Description:

- Conducting orientation processes of the positions under his / her responsibility and to follow up the orientation processes in order to integrate the new employee into LC Waikiki and assist him/her to become a contributing member of the team by transferring him/her the necessary information about the company.
- Collecting the training and development needs; to determine the organizational, professional, personal and managerial training needs, to design the training's in accordance with the requirements, to prepare training plans by determining the internal and external training resources, to realize training's, and to request /follow up necessary organizational- documentation processes in order to meet the training and development needs of the positions under his / her responsibility.
- Participating in, apply and follow up the processes of preparation of promotion-education, training and development programs in order to contribute the professional and behavioral development of the positions under his / her responsibility and to provide human resources to the vacant positions in accordance with the company s needs.
- To create, apply and track assessment and evaluation instruments to be used to evaluate and develop the training programs.
- To establish standards for the activities, duties, and processes under his responsibility, to submit improvement and development suggestions in order to minimize the problems to be encountered, to inform the superior manager in case of detecting a risk "

### Required Qualifications:

#### Education & Language Skills

- Minimum University Degree
- Fluent English (written & verbal)

#### Professional Expertise

- Minimum 3 years of experience
- Excellent organizational and time management skills
- Capable of discretely handling confidential information
- Analytical mindset that is able to innovate and improve existing processes
- Knowledge of MS Office programs

## Specific Competencies

- Team player
- Good planning and organization skills
- High sense of responsibility
- Able to prioritize workload to meet deadlines
- Ability to work under pressure
- Ability to work in a multinational/multicultural environment

At LC Waikiki, our values being virtuous, achieving together, extensive expertise, being customer-oriented, challenging the difficulties.

So if you ready to dynamism and want to grow with challenges, come and join us!

***At LC Waikiki, we take the time to review each and every application due to LC Waikiki prerequisites. If your application found appropriate we will contact you via phone or email.***

Занятость: [Полная занятость](#)

Опыт работы: От 3 лет

Образование: Не указано

Работодатель: LC Waikiki

## Сферы деятельности

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