

Vacancy

Operational Training Manager, Houghton Regis – with travel to sites

We are currently looking for an Operational Training Manager reporting in to our Group People Director.

ROLE OBJECTIVE:

Ensure all GRS employees develop their Operational (Technical) and Health and Safety skills and knowledge and behaviours to perform their role efficiently, effectively and safely.

ROLE RESPONSIBILITIES

Duties include but are not limited to:-

- Carry out individual and business Operational and Health and Safety Training Needs Analysis
- Liaise with external training providers to ensure relevance and excellence in delivery, as well as value for money, in line with GRS values
- Identify annual Operational and Health and Safety Training programme rollout
- Ensure all new starters complete individual Operational Development training plan
- Manage and deliver Operational and Health and Safety training as per requirements
- Manage delivery and effectiveness of transport/driver training (including CPC), driver inductions and driving assessments to meet transport, customer and legal requirements, including operational, risk, security, and H&S obligations
- Coordinate all Operational and Health and Safety Training activities across the GRS group of businesses to ensure appropriate assignment of resources, prioritisation of objectives and avoidance of conflicting demands
- Deliver full learning cycle for Operational and Health and Safety Training courses for all levels (beginner, intermediate and advanced) as required
- Maximise capability of Intellex system, recording of Training due/complete
- Manage current Driver Apprenticeship learning to completion
- Work with Group People Director to develop enhanced GRS Trade Apprentice Scheme
- Support the delivery of GRS Academy Ambassadors programme with schools and colleges
- Support identifying plan for delivery of GRS Academy branded Driver Training School

Knowledge/Experience Required

Knowledge of current operational activities across GRS Group

Knowledge of current Health and Safety training activities across GRS Group

Excellent communication and organisation skills (Essential)

Qualifications Required

On Application = None

During Employment = Appropriate Competency Expertise/qualifications as required, i.e. Forklift Driver Training, Manual Handling Certification, any relevant skills/qualifications that may be required.

If you are interested in applying for the position, please email your CV to jobs@grsroadstone.co.uk or call the hiring Manager Mel Milazzo on 07526 178063

Closing date for applications: 12/12/2018