

Job Title:	Senior Manager _Capability Building
Salary:	8 -10 Lakhs
Location	Noida
Reporting to:	Director – Human Resources

Brief Introduction about Vision India:  **VISION INDIA** is a Business Conglomerate having three business verticals - Staffing, Rural BPO & Advisory Services. With 32000 Associate base and 150 Indian, MNC and Government of India/ State(s) entities proudly listed in our clientele, we offer an assurance of proven credentials in the Staffing domain with a range of Organizations in India, South East Asia and Middle East. We wear ISO 9001, ISO 21001:2018, ISO 10002, ISO 14001, ISO/ IEC 20000, ISO 27001 and OHSAS 18001 Certifications and sustain unwavering focus on delivering quality services to our Clients enabling them to achieve Business Goals with cost efficacy.

It has been growing top line consistently over the last many years. It stands proudly at Rs. 150 Crore of Revenue for the year 2019-20. Recording growths close to 50% YoY over the last couple of years. Its poised for much sharper top line growth in the ensuing years on the back of huge projects commissioned in 2020-21 as well as strong fundamentals on staffing side.

Key Responsibility

Strategic

- ✓ Develop a competency framework for the unique individual roles across the organization
- ✓ Operational
- ✓ Identify training and development needs through job analysis, individual development plans from performance appraisals and regular consultation with business managers
- ✓ Design training and development programs based on training needs in consultation with functional heads and line managers
- ✓ Execute & Drive training programs based on the training calendar for the organization and ensure timely delivery to meet the business needs. Manage the delivery of training and development programs across Regions
- ✓ Interact and establish relationships with external vendors/Professionals to partner with on training and development needs
- ✓ Design and develop training materials for in-house courses.
- ✓ Monitor and review the progress of trainees by using tools viz. questionnaires and by having discussions with line managers and functional heads to ensure that training programs result in performance improvement
- ✓ Design the Video contents for various workforce training in class room and on the job / experience labs
- ✓ Quality audits on various training centres and project sites
- ✓ Digitalization of capability building processes

Financial

- ✓ Evaluate the costs of the training and development programs and ensure adherence to assigned budgets
- ✓ Maximize ROI of training programs

People

- ✓ Foster an environment of learning, excellence and innovation within all aspects of team work
- ✓ Create effective employment relationships with Function heads, People managers in a manner to influence & ensure commitment to capability building through participation & coaching the employees.

Qualification

- ✓ MBA in HR with 8 to 10 years of relevant experience

Skills Required

Technical Knowledge

- ✓ Knowledge of organizational development interventions
- ✓ Knowledge of training methodologies
- ✓ Knowledge of training curriculum development
- ✓ Knowledge of e-learning technologies, systems, methods and tools.

Behavioral Skills

- ✓ Sensing skills
- ✓ Planning and Organizing skills
- ✓ Internal Customer Orientation
- ✓ Interpersonal Skills
- ✓ High on learning quotient, deliver programs and enjoy traveling & connecting
- ✓ Strong focus on delivery and results with high drive and energy level

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www.visionjobs.in www.liveskills.in

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