



## SENIOR TRAINER LEADERSHIP & MANAGEMENT

We are looking to hire a dedicated Senior Trainer to Join our Human Resources and Training Department. The successful candidate will report directly to the Group Training and Development Manager and will play crucial part in designing, implementing, delivery and evaluating a range of leadership and management development programs for the company in line with Organisational needs in the areas of Leadership Development, Trainee Managers, Trainee Supervisors, Graduate development, Apprenticeship and other programs to uplift the leadership capability across the business and at the same time building the depth and breadth of the leadership and management pool of the company.

### Key Expertise

- Ability to engage with managers across the business to assess needs and develop a range of programs to support ongoing staff development initiatives.
- Ability to design a set of programs that create a clear career path for Trainee supervisors, Trainee Managers, Graduates, Apprentices and emerging supervisor and managers aligned to current business needs and requirements.
- Engage with managers to create personalized development plans aligned to respective succession planning.
- Design tools to measure training effectiveness, gather feedback, and report on outcomes, ensuring programs meet company and regulatory standards.
- Conduct research and stay up to date on learning trends in the industry and recommend new training programs to suit the business operations.
- Plan and deliver leadership development activities which incorporate a variety of learning methodologies to ensure that our Trainee supervisors and Managers, Apprentices and emerging managers are equipped with the skills and capabilities required to embed a high-performance culture across the Tininga Group.
- Support in the development of coaching by ensuring that coaching principles and skills are built into leadership and management development programs.
- Improve understanding of the leadership behaviours at all levels across the business and support managers in ensuring that staff demonstrate the desired behaviours consistently.
- Organize appropriate Assessments, if needed, and work with managers to track and evaluate the effectiveness of leadership and management programs.
- Development of yearly training schedules and planners and maintain an updated records of all training activities including attendance records, assessment records, certification records etc...
- Work in collaboration with colleagues and Managers across the Human Resource and Training departments to ensure a high-performance culture is created throughout the Tininga Group.
- Maintain a high standard of professionalism with staff and clients at all times.

### Key Requirements and Qualification

- Education: Bachelor's degree in Human Resources, Psychology or Business Management, or a related field.
- Certificate IV in Training and Assessment
- Experience: Over 3 years proven commercial/industrial experience as a Senior Trainer in a retail Industry or similar environment with evidence of solid understanding of core leadership theories and best practice
- Technical Skills: Proficiency in training methodology, Proven ability to design and deliver training in-person, virtual and blended learning formats; ability to analyze business requirements and conduct training needs analysis and compile comprehensive reports. Proficiency in MS Office Suits.
- Knowledge: Strong understanding of adult learning principles and Instructional design
- Soft Skills: Excellent communication, presentation and facilitation skills. Strong Organisational and time management abilities. manage multiple programs simultaneously.

This role is crucial for developing and upskilling of employees to improving performance, fostering career development, and promoting a culture of continuous learning. If you are a personate about excellence in staff training and development, we encourage you to apply.

Please send your application including a covering letter, CV, and relevant supporting documents to:

**HUMAN RESOURCES MANAGER  
TININGA LIMITED  
P. O. BOX 587  
MOUNT HAGEN  
WESTERN HIGHLANDS PROVINCE**

**OR EMAIL TO: [jobs@tinga.com.pg](mailto:jobs@tinga.com.pg)**

**ONLY SHORT- LISTED APPLICANTS WILL BE INVITED FOR INTERVIEWS**

**APPLICATIONS CLOSED ON FRIDAY 28<sup>TH</sup> MARCH, 2025**