

# Saudi Arabia Jobs Expertini®

## Associate Mgmt & Prof Trainer

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Company: Alfalak Electronic Equipment & Supplies Co.

Location: Saudi Arabia

Category: business-and-financial-operations

### Job Title: Associate Mgmt & Prof Trainer At Aramco

The successful candidate will have the following duties:

Facilitate/instruct workshops and courses (face-to-face and virtual delivery).

Coach and mentor Aramco employees including young Saudi Professionals (recent university graduates).

Carry out admin duties related to workshops and programs delivered by PL&DU.

Contribute to maintenance and development of curriculum.

Perform other miscellaneous duties as directed by group leader or supervisor.

### Selection Criteria

Bachelor's degree in Arts/Social Science/Business with courses in education, counseling, business communication and English language teaching, human resources management, and business or related fields

### Comment

The Professional Learning and Development Unit (PL&DU), where the successful candidate will be working, is responsible for delivering a foundational program for newly hired young professionals (STEP) and developing professional employees' business

communication skills (through delivery of in house and off-shelf workshops in writing, presentations, and meetings).

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