



## Training Consultant

### Fourth Quadrant

Fourth Quadrant Training Private Limited ([www.fourthquadrant.in](http://www.fourthquadrant.in)) is a training and consulting organization with the key focus on people development initiatives. We bring tangible results through training and consulting to our clients, which help them align people development initiatives to business goals. Our clients trust us for reliability, real time solutions to business issues and implementation effectiveness.

With a revenue growth of more than 40% last year, we are looking out for Training Consultants in full time employment role with us in Mumbai, Delhi, Bangalore, Chennai and Hyderabad.

### Key Result Areas:

- Design and develop training programs for professional development for employees
- Conduct training programs for corporate clients across the country
- Deepen relationships with clients for repeat business
- Ensure seamless coordination and delivery of client engagements
- Work closely with the client to tailor programs for maximum effectiveness

### Activities:

- Assess relevant training needs for individuals and client organizations
- Design training content and supplementary material ( power point slides, handouts etc.) necessary to meet training needs
- Ensure all necessary equipment and materials relating to the effective delivery of training are available at the training venue
- Ensure all training activities and materials meet with relevant organizational culture and policies
- Travel to training locations to deliver programs
- Conduct initiatives to develop and maintain strong relationships with decision making teams in client organizations
- Constantly work on creating , developing and adding to content and activities to expand the company's pool of resources
- Monitor and report on activities, costs, performance, etc, on time and as required by the company
- Develop self, and maintain knowledge in relevant field at all times
- Understanding and supporting the sales team in making proposals, preview presentations and content development
- Maintain relationships & grow revenues from clients by suggesting suitable future engagements suiting client organizational context

**Skills Required:**

- Post Graduate with at least 6 years of work experience
- Functional experience of at least 2 years in sales, customer service or operations role
- Experience of 0 – 2 years in a soft skills training delivery role
- Must possess strong communication, influencing and interpersonal skills
- Flexibility to travel across the country at short notice
- An enthusiastic personality with a passion for people development
- Working knowledge of MS Office
- Good communication skills - fluency in Indian languages will be an added advantage
- Being proactive, self motivated, adaptable and collaborative are requirements for this role

**Email:**

Send in your profile in word format to [connect@fourthquadrant.in](mailto:connect@fourthquadrant.in)