



Position: BPO Trainer

Location-G.Noida (UP)

Compensation- up to 2 Lakh per annum

Preference would be given to those who are SOP Certified.

Joining: Should be able to join within a week's time upon selection.

Duties & Responsibilities

Responsible for effective Training of the assigned trade as per NCVT norms for DDU-GKY project.

Responsible for the quality of training being imparted and maintain the standards at the centre.

Responsible for maintaining attendance of candidates during training.

Apply innovative teaching tools and techniques to check absenteeism and retain the candidates for the entire training duration.

Conduct weekly / fortnightly / monthly assessments at the centre and evaluate the progress as per the SOP.

Responsible for placement of trained beneficiaries.

Responsible for post training & placement tracking of the beneficiaries

Responsible for maintenance of infrastructure at the centre.

Minimum Qualification

Degree in Business Administration and Knowledge in English /Diploma in Business Administration and Knowledge in English.

Experience:

Candidates should have prior experience in DDU-GKY Projects with 2-3 years of experience as a trainer. Must have good communication skills

Working experience in BPO sector shall be considered

Apply: Submit CV at email Id: careers.aroh@gmail.com with current CTC and expected CTC, Notice Period.
