

## CAREERS @ TALENTIO

### Job Summary:

**Role Category** : Training Specialist  
**Functional Area** : Verbal ability, Quantitative Aptitude and Logical Reasoning  
**Location** : Hyderabad, India  
**Travel Required** : Yes. Frequently within India  
**Employment Status** : Full Time  
**Gender** : Any [Male / Female]

**Educational Qualification** : B.Tech (Any Branch)

**Language Requirements** : Good English Communication Skills, knowledge of Telugu/ Hindi is an advantage

**Educational Qualification** : Graduate/ Postgraduate - Any Specialization

**Job Experience:** 1-2 years in Quant and Aptitude training. Freshers with required skill set and right attitude

**Salary:** Earning potential of up to **Rs.18L** (Over a period of 3 years)

\*Subject to terms and conditions

### Job Description:

Primary responsibility of a Training Specialist will be to deliver high quality and effective training programs in for college students, consistent with the Talentio 'results standard' and identified training plans.

*Other desirable skills/ traits in an ideal candidate are:*

- Training Skills
  - Conceptualize, design, develop, stimulating training programs
  - Demonstrate desire to learn new things and expand skills into new areas
  - Excellent presentation and classroom facilitation skills
  - Awareness of different training methodologies and a keen eye for detail & quality
  - High comfort level and interactivity with audience
  - Ability to explain complex concepts in a simple way
  - Delivering classes as per curriculum and schedule
  - Mentor, counsel, encourage & motivate students to harness their potential
  - Perform demo sessions for prospective students when required
- Content Creation
  - Create/ enhance the necessary content required for training
  - Ability to conceptualize, design, develop curriculum and set question papers on varying difficulty levels
  - Awareness of content development frameworks
- Domain Knowledge
  - Clear understanding of mathematical formulae and short cut methods
  - Strong in Quantitative and Logical Reasoning concepts
  - Quick problem-solving skills and logical approach
  - Knowledge of exam patterns of major IT and mass hiring companies
- Ownership
  - Maintain current understanding and adherence to company values, ethics, policies, procedures and processes

- Execute administrative responsibilities as per schedule like submitting training reports, daily status reports, attendance and any other information required from time to time
- Take responsibility for meeting client requirements and key result areas
- Maintain acceptable performance metrics such as quality, productivity and attendance
- Maintains a positive and professional demeanour always portraying the company in a positive light and effectively managing sensitive issues.
- Technical Skills
  - Savvy user of Laptop/ Desktop Computer & Internet
  - Hands on knowledge of Power Point, MS Word, Excel and Outlook, including finer formatting
  - Exposure to popular LMS/ Test Engines is an added advantage
- Time Management
  - Demonstrate excellent time-management skills, strong prioritization of delivery areas and the ability to meet all agreed deadlines, timelines and goals
  - Change Management
  - Demonstrate appropriate sense of urgency, adaptability and a high degree of flexibility in response to changing business needs
- Communication
  - Demonstrate effective, clear and professional written and oral communication
- Self-Motivation
  - Exhibit high energy, enthusiasm and strong self-motivation
  - Team management skills
  - Contribute to a positive team environment and proactively assists team members to meet goals
  - Strong interpersonal effectiveness and teamwork skills

## About Talentio:

### Reinventing the Education Space:

Talentio is focused on raising the bar on employability training by redefining the approach and goal post of learning deliverables. In a fragmented market dominated by traditional 'training vendors' and off the shelf operators, Talentio is placed in an incomparable quadrant defined by its output orientation and a model built on results.

Our guiding principles are based on Customer Value and Learner Centricity. This is why we are your Results Team that brings together process, consistency, ownership, predictability, risk management, technology and market insight among various other components to deliver exceptional results.

In our enviable journey for excellence, we continue to build memorable relationships with our learners, institutional management and diverse stakeholders led by our vision of three E – Enrichment, Enablement and Empowerment

### Transforming Learning Delivery:

Our Accelerated Learning & Targeted Intervention System (ALTIS) is changing how Company specific programs and CRT are delivered. In the heart is smart analytics and prediction technology that drives high impact learning in classrooms. Continuous Student Diagnostics has replaced the need for cumbersome tests and pre-post assessments. Also, this feeds into Talentio's highly effective Adaptive Curriculum on the lines of our philosophy of transforming learning delivery in colleges.

### Enabling Small Dreams:

S. Sireesha, BTech. Final year of Computer Science Engineering, a daughter of a farmer with limited means dreamt of helping her family of 5 rise above their hardship of penury and supporting her sibling's education. Her greatest challenge was the inability to meet the demanding skill levels of campus recruiters. After six failed attempts at garnering a coveted placement her dreams had all but turned into the dust of her father's field.

Talentio's proprietary skill development program at this crucial time was the guiding beacon to success for her. There are millions of Sireesha's around us and Talentio is committed to making their dreams come true.

## **The Core Team:**

The founding team or 'Talentions' as all our employees are known are highly qualified and experienced professionals from the industry and have played key leadership roles in large organizations. They have also been associated with institutes of repute in various capacities