

Functional Trainer

Job ID
REQ-10044397
Mar 21, 2025
India

Summary

Location: Hyderabad #LI Hybrid

About the role:

The Functional Trainer will help develop the Training Needs Analysis and collaborate with various stakeholders in the company to create the training material needed for executing End User Training. This includes working closely with the Lead Trainer, SMEs, and Instructional Designers to ensure that the content defined by the SMEs is effectively translated into training courses, in-app help, and smart tips. The trainer will coordinate the collaboration of multiple stakeholders to ensure the timely delivery of clear and targeted training material.

About the Role

Your responsibilities include, but not limited to:

- Support the development of the global Training Needs Analysis for respective function
- Support the development of the global Training Curriculum, including course outlines for respective function
- Support the facilitation of the TNA and curriculum sign off for respective function
- Global learning content creation (incl. in application trainings) for respective function, including required variants where applicable
- Creation of course outlines.
- Participate in the train-the-trainer program for respective function
- Development of the learning requirements to deliver training, e.g. data requirements, business scenarios, SAP environment configuration, refresh strategies, workbooks etc
- Support development of the Local learning materials & toolkit as required
- Support delivery of learning content by providing virtual trouble shooting & trainer support

Minimum requirements :

- Bachelor or Master's degree in Business or Engineering or equivalent with 2-5 years of experience in training/learning in the pharmaceutical industry, preferably in Operations
- Project management, experience of managing multiple projects at the same time.
- Experience in SAP, Excel
- Proficiency in rapid development eLearning tools , such as Articulate Storyline, Captive etc, would be advantageous
- Ability to work with a cross-functional, cross-cultural team within a matrix organization
- Strong consulting, facilitation and business partnering skills

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Division

Operations

Business Unit

Innovative Medicines

Location

India

Site

Hyderabad (Office)

Company / Legal Entity

IN10 (FCRS = IN010) Novartis Healthcare Private Limited

Functional Area

Human Resources

Job Type

Full time

Employment Type

Regular

Shift Work

No

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