



Job responsibilities

- Carry out training functions at production such as hands on coaching to the On-Job Trainers.
- Practically training to be provided to the operators based on work instruction and IPC standard (IPC610 and IPC 7711).
- Analyze training needs submitted by production supervisors or section head thru Skills Flexibility Matrix. Generate Training Master Plan with complete execution until the operators are qualified on the processes that have been trained.
- Liaise with Human Resource Development Council if there is any external training to be provided to the operators such as special skill training on rework sensitive components, e.g BGA.
- Govern training bond.
- Evaluate training programs' effectiveness and report its findings accordingly.
- Responsible for all training records for production.
- Able to conduct in-house courses based on subject matter expert area.
- Able to govern training procedures.
- Manage ISO/TS and system related training for production.
- Able to provide good DHR (e.g Product Lot Traveler) in compliance to ISO/TS/FDA requirement

Job requirements

- Candidate must possess Diploma in Training and Development or Bachelor Degree in Management or equivalent.
- At least 1 year working experience in the related field.
- Good Interpersonal and Communication Skills. Fluent in both Bahasa and English.
- Competent in Computer Software Application Packages.
- Familiar with the full Training Cycle.
- Positive Attitude with ultimate continuous improvement mindset.

Contact

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