

Industry Capacity Building, Services Division, TCB

- Conducts regular training needs analysis in order to determine the most relevant and cost effective training solutions
- Works with the TCB to identify the training requirements tailored to the industry needs
- Provide support & facilitate to plan trainings requirement in the region
- Coordinate & facilitate to conduct the training Programs (Tourism & Hospitality) in the regions.
- Gather feedback and carryout training impact study to plan & design for the future trainings
- Liaison between SD, TCB & the industry partners in the region by actively participating in two way communication, sharing and exchanging relevant and timely information
- Understands the needs of the business to ensure legal compliance training is organized and delivered cost effectively
- Maintains training information on the database / system for training reporting and record maintenance
- Seek advice and directives from TCB for any plans and programs in the region
- Work closely with other relevant agencies in the region for the effective use of materials, seek permissions/ approvals and collaborations for the smooth conduct of the training programs.