



## PR/116347 | HR Development specialist (HRD)

### Job Information

**Recruiter**

JAC Recruitment Thailand

**Job ID**

1513404

**Industry**

IT Consulting

**Job Type**

Permanent Full-time

**Location**

Thailand

**Salary**

Negotiable, based on experience

**Refreshed**

January 21st, 2025 15:00

### General Requirements

**Minimum Experience Level**

Over 3 years

**Career Level**

Mid Career

**Minimum English Level**

Business Level

**Minimum Japanese Level**

Business Level

**Minimum Education Level**

Associate Degree/Diploma

**Visa Status**

No permission to work in Japan required

### Job Description

HR Development specialist (HRD)  
Location: Bangkok (BTS accessible)

**Job Summary:** We are looking for a dedicated HRD Specialist to join our team. The HRD Specialist will be responsible for developing and implementing training programs, managing employee development initiatives, and ensuring that our workforce is equipped with the skills and knowledge needed to achieve organizational goals.

**Key Responsibilities:**

- Design and implement comprehensive training and development programs.
- Conduct needs assessments to identify skill gaps and training requirements.
- Develop and update training materials and manuals.
- Coordinate and facilitate training sessions, workshops, and seminars.

- Monitor and evaluate the effectiveness of training programs.
- Provide coaching and support to employees to enhance their skills and career development.
- Collaborate with department heads to identify and address specific training needs.
- Maintain records of employee participation in all training and development programs.
- Stay updated with the latest trends and best practices in employee development and training.
- Ensure compliance with relevant regulations and standards.

Requirements:

- Fluent in Thai and good command in English.
- Bachelor's degree in Human Resources, HROD, HRD, Education, or a related field.
- Proven experience as an HRD Specialist or in a similar role.
- Strong knowledge of training and development methodologies.
- Excellent communication and presentation skills.
- Ability to design and implement effective training programs.
- Strong organizational and time management skills.
- Certification in HR or Training and Development is a plus.

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Company Description