



Process Technical Services
14550 Torrey Chase Blvd, Ste 220
Houston, TX 77014
1 (800) 426-2317
www.ProcessTechnicalServices.com

Trainer

The Trainer is responsible for delivering effective training programs that equip employees with the knowledge, skills, and competencies needed to perform their roles safely and efficiently. This role facilitates classroom, virtual, and hands-on training while supporting employee development, compliance, and operational excellence

Responsibilities

- Deliver onboarding, technical, safety, and skills-based training programs for employees.
- Facilitate classroom instruction, virtual learning sessions, and hands-on field training.
- Evaluate trainee progress through assessments, observations, and performance feedback.
- Ensure training content is delivered clearly, accurately, and consistently.
- Collaborate with supervisors and subject matter experts to identify training needs.
- Maintain training records, certifications, attendance logs, and compliance documentation.
- Assist with developing and updating training materials, manuals, and presentations.
- Reinforce company policies, safety procedures, and industry best practices.
- Provide coaching and support to employees to improve job performance and skill development.
- Support continuous improvement initiatives by identifying opportunities to enhance training effectiveness.

Qualifications

- High school diploma or GED required; associate or bachelor's degree preferred.
- 3+ years of training, instructional, or industry-related experience preferred.
- Strong communication, presentation, and facilitation skills.
- Ability to engage with diverse audiences and adapt training methods to different learning styles.
- Experience with training systems, e-learning platforms, or LMS is a plus.
- Strong organizational and documentation skills.