



## Confined Spaces Trainer

We are looking to appoint a Confined Spaces Trainer to deliver both online and classroom-based training within the Northwest. Delivery will include accredited and non-accredited training courses, including Confined Spaces, as well as collaborating on projects such as the development of new courses and course materials.

### Key Duties & Responsibilities:

- Delivery of accredited and non-accredited training courses, including Confined Spaces, – classroom based and online – to the highest standard and in line with awarding body requirements.
- Ensuring you have available all relevant equipment required to deliver each training course.
- Maintaining a record of Continuous Professional Development.
- Providing positive and developmental feedback to candidates in a professional manner
- Passing any sales leads/enquiries from delegates to the sales team.
- Reporting immediately any genuine complaints to the Quality Manager for investigation.
- Assist in companywide projects (e.g development of new courses or securing new accreditations).
- Understanding of 3B courses and confidence advising clients
- Attend client meetings with the sales team as required
- Ensuring all paperwork is completed accurately and returned in line with 3B processes

### Essential Skills & Experience:

- Experience of delivering City & Guilds accredited Confined Space courses – Low Risk, Medium Risk, High Risk and Rescue. Ideally experience of developing lesson plans and course materials to City & Guilds standards.
- Award in Education & Training or equivalent adult teaching qualification
- Experience of delivering training either in a classroom or online
- Excellent attention to detail
- Confidence to deliver training to a classroom or online through video software
- Excellent time management skills and ability to organise own workload
- Positive attitude and willingness to learn

### Desirable Skills & Experience:

- NEBOSH Construction Certificate or Occupational Health & Safety NVQ at Level 5 or above
- Membership of IOSH at Tech level or above
- Experience as a Construction Site Manager

**To apply for this role, please email your CV to the email address below, or contact Jodie if you have any questions about the position.**