

GERMANN INSTRUMENTS, INC.

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Employment Offer

Position: TRAINING SPECIALIST

Position duties: Develop and organize training manuals, technical training courses, multimedia visual aids, and other educational materials about nondestructive test systems of concrete for clients and engineers. Confer with clients to assess their training needs in nondestructive test systems of concrete to customize training seminars accordingly. Organize, or develop training procedure manuals, guides, or course materials, such as handouts or visual materials on nondestructive test systems of concrete. Select and use a variety of techniques to define and sequence instructional content and strategies. Monitor, evaluate, or record training activities or program effectiveness. Construct assessment items appropriate to the associated communication objectives. Develop alternative training methods if expected goals are not achieved. Keep up with developments in concrete testing technologies by reading current journals, books, or magazine articles. Attend meetings or seminars to obtain information for use in training programs or to inform management of training program status. Monitor training costs and prepare budget reports to justify expenditures. Perform scheduling, coordination, execution and tracking of training hours. Ensure accuracy and timeliness of deliverables and production process.

Position requirements: Bachelor's Degree in Civil Engineering or foreign degree equivalent, and 18 months of experience on the job or as Engineering Writer of topics pertaining to nondestructive tests of concrete.

Location of employment: EVANSTON, IL

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