Employment Opportunity, Senior Management Role

Training Manager (Level 7)
(Christmas Island)

Indian Ocean Group Training Association (IOGTA) is a not-for-profit, community based organisation. Our primary aim is to assist the community to access training and employment opportunities in the Indian Ocean Territories. IOGTA is seeking the services of a highly skilled and enthusiastic person to take on the position of Training Manager. This is an excellent opportunity to be part of a progressive, dynamic and friendly team.

The successful applicant will be based on Christmas Island and will have responsibility for the management, development and delivery of the Registered Training Organisation and Group Training Organisation services on Christmas Island and the Cocos (Keeling) Islands. Reporting directly to the General Manager, the successful applicant will have:

- Extensive knowledge of the Australian Quality Training Framework (AQTF) and the ability to manage the delivery of Vocational Education and Training services in accordance with relevant standards and legislation;
- ability to effectively manage the recruitment, induction, hosting, welfare, career support and training of apprentices and trainees in accordance with relevant standards and legislation; and
- the demonstrated ability to successfully lead a small team.

Well developed communication skills are essential to this position as is Certificate IV in Training and Assessment as a minimum qualification.

Selection Criteria, Job Description and further information are available by contacting David Donovan: david@iogta.wa.edu.au (08)9164 7220 extension 209

Applicants must address the selection criteria in writing, demonstrating their ability and experience, and post, deliver, fax or email their application to:

David Donovan
General Manager
Indian Ocean Group Training Association
PO Box 457
Christmas Island WA 6798

Applications close at 4.00pm on Friday 19th April 2013.

IOGTA is an equal opportunity employer.