



WILLISTON
STATE COLLEGE

TrainND Safety Trainer - CDL

Salary: Commensurate with Experience

Status: Full-time 12 month exempt position

Reports to: Regional Director for CTE Programs & Training

Summary

Reporting to the Director, the Safety Trainer will be primarily responsible for the delivery, development, implementation, and administration of various safety training programs; specifically, various drivers' training programs that meet the specific needs for oilfield and oilfield related industries.

Responsibilities

- Deliver training programs as assigned.
 - Deliver various safety training programs, including hands-on programs.
 - Specifically, Commercial Drivers License (CDL) training program, CDL Evaluations/Assessments, CDL permit training program, and CDL truck rental for DOT testing.
 - Deliver other various safety training programs, including hands-on programs.
 - Identify and deliver training programs that specifically address the needs of the oil and gas industry, as well as other industries.
- Develop training programs as assigned.
 - Develop various safety training programs, as assigned.
 - Stay current with new/best practices and insure that training programs are current/meet/exceed industry standards.
- Promote training programs through sales.
 - Work in partnership with the Business Relationship/Sales Manager on building relationships and sales to specific customers as assigned.
 - Respond to and maintain contact with customers as a representative of TrainND.
 - Promote other training programs when delivering classes.
- Other duties
 - Identify training programs that address the needs of businesses throughout the TrainND Northwest Region.
 - Performs other duties as assigned

Knowledge, Skills, and Abilities

- Directly related work experience in education and/or training.
 - Applicant must have four years minimum driving experience and a clean driving record.
- Interpersonal, written, and oral communication skills, along with organizational skills.
- Computer experience in word-processing, spreadsheet, and presentation applications.
- Knowledge of the adult learning process and alternative delivery systems.

- Must be customer service oriented.

Minimum Requirements

- Requires a High School diploma, a Bachelor' degree is preferred.
- More than four years of directly related work experience.
- Enjoys and thrives in a friendly, highly visible and active working environment.
- Experience in training development, specifically adult learning classes.