

Training and Development Specialists

Ranked

84

by count of job opportunities

Percentage

0,26%

of all job opportunities

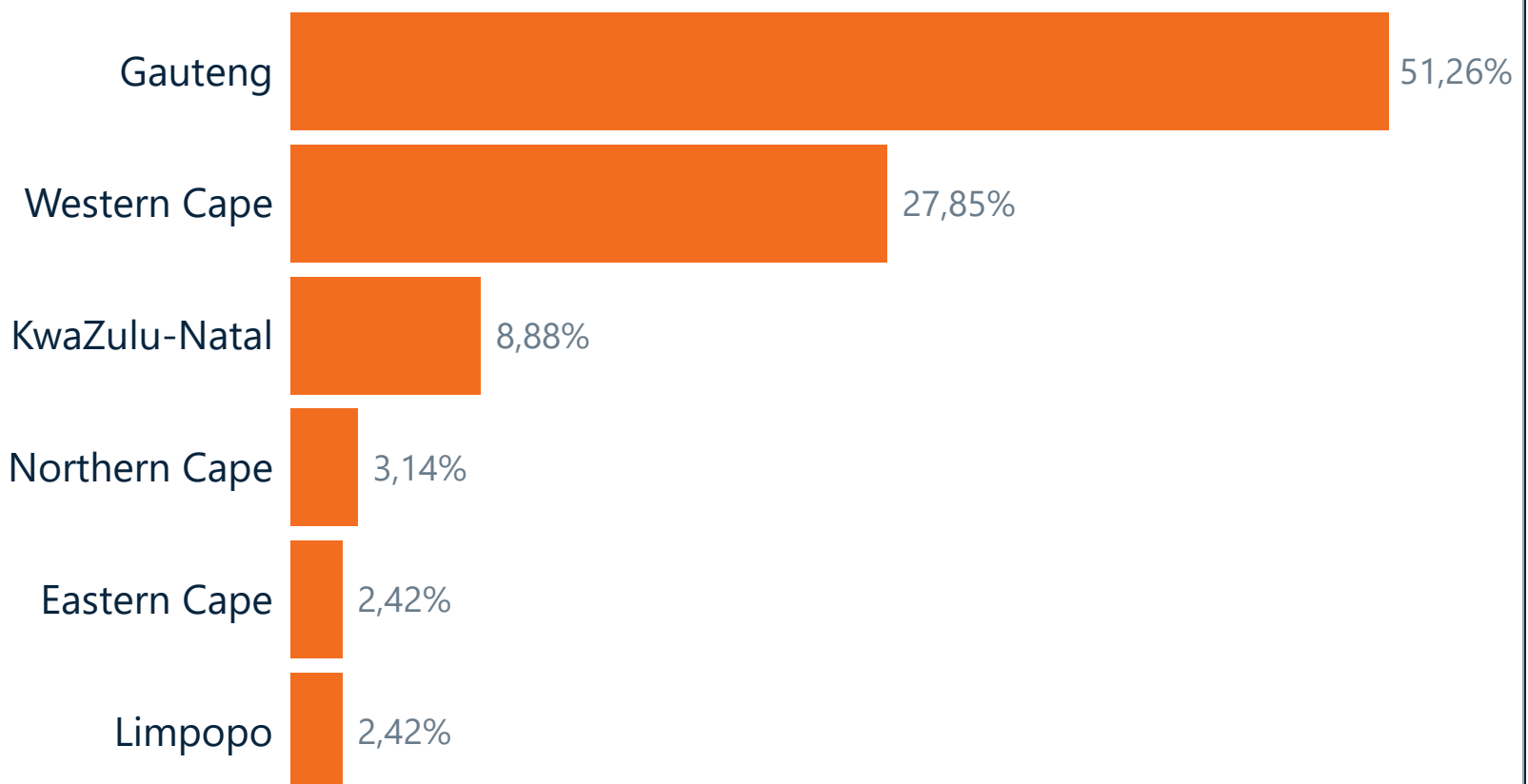
Hard-to-Fill

17,76%

% job opportunities that are "hard-to-fill"

Top 5 Provinces

by percentage of job opportunities



- credit the JobTrendZA and Kululeko Consulting as the original source,
- link to the [license](#), and
- indicate where any changes were made to the original.

Training and Development Specialists

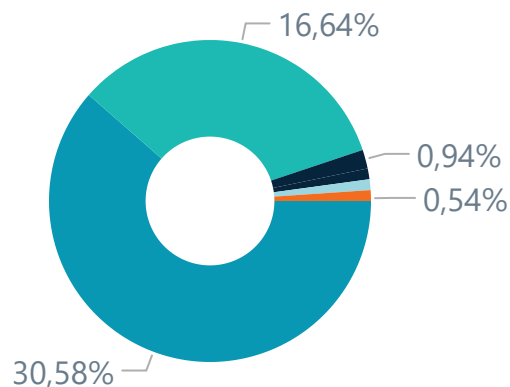
Top 5 Industries

by percentage of job opportunities

Professional, scientific and technical activities	16,20%
Information and communication	11,18%
Wholesale and retail trade	10,60%
Administrative and support activities	9,87%
Education	6,10%

Top 5 Company Types

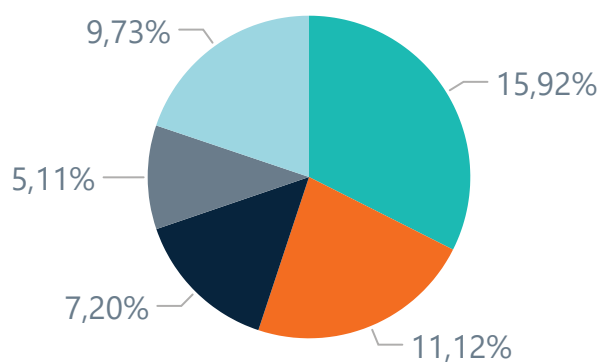
by percentage of job opportunities



- Private company
- Public company
- Corporation
- Government agency
- Non-profit
- Sole proprietorship

Top 5 Company Sizes

by percentage of job opportunities

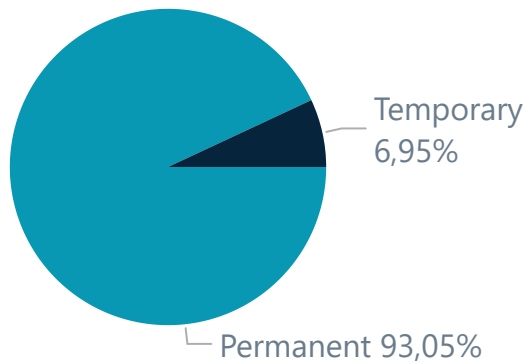


- 1 to 100
- 101 to 500
- 1,001 to 5,000
- 5,001 to 10,000
- 10,001 +

Training and Development Specialists

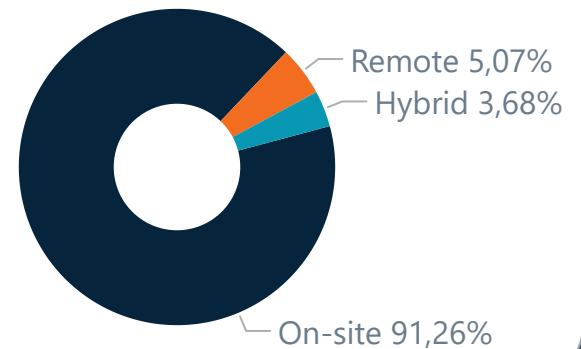
Employment Type

percentage of job opportunities



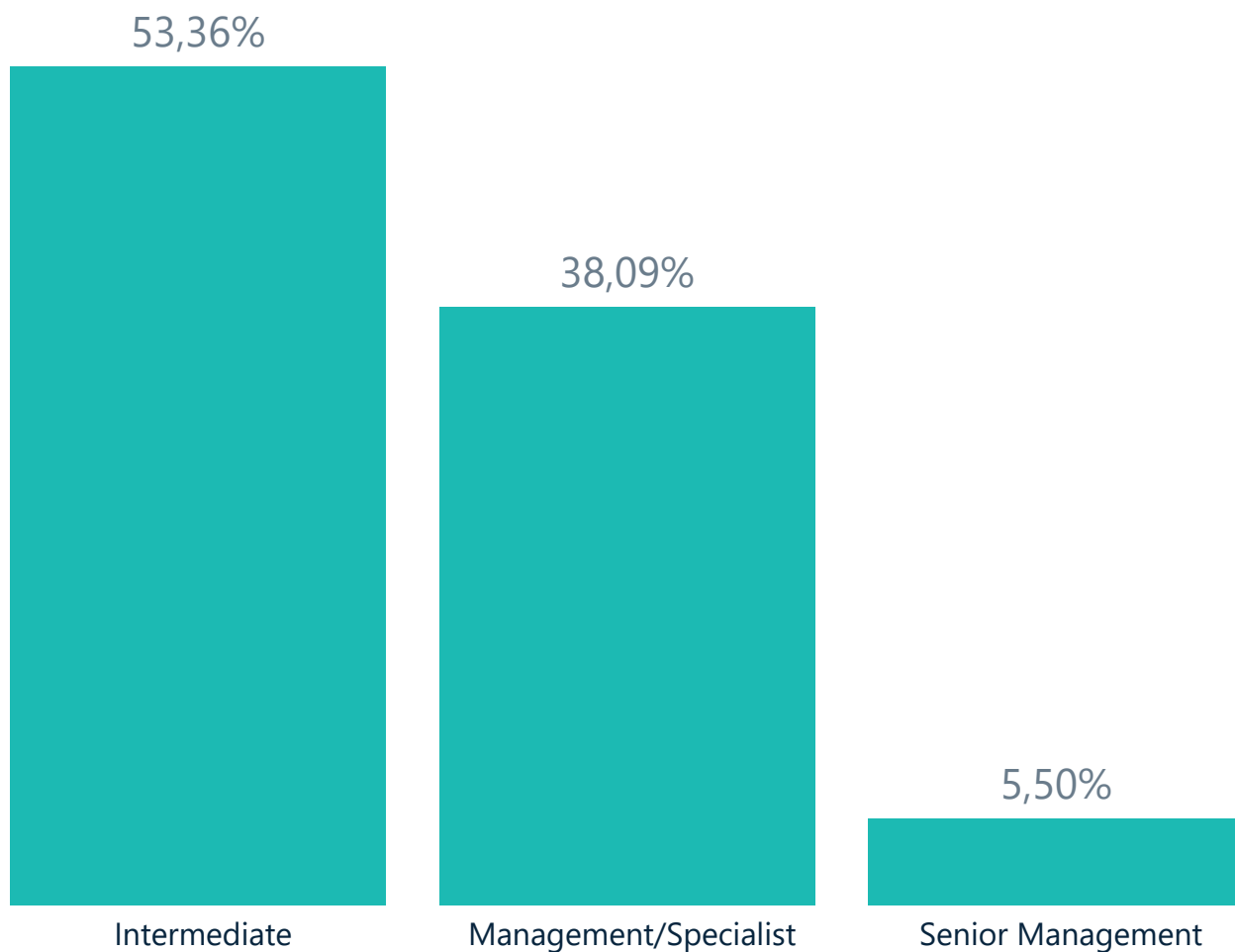
Employment Flexibility

percentage of job opportunities



Top 3 Employment Levels

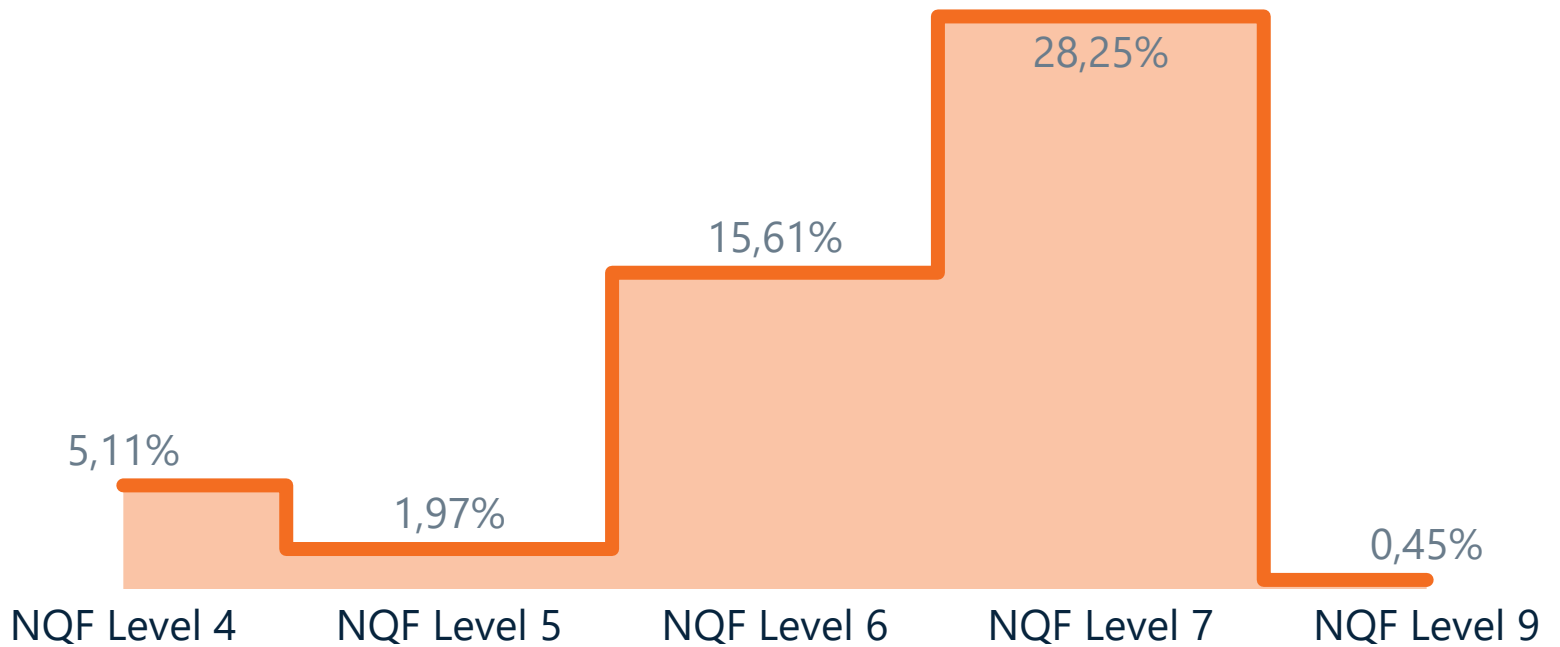
by percentage of job opportunities



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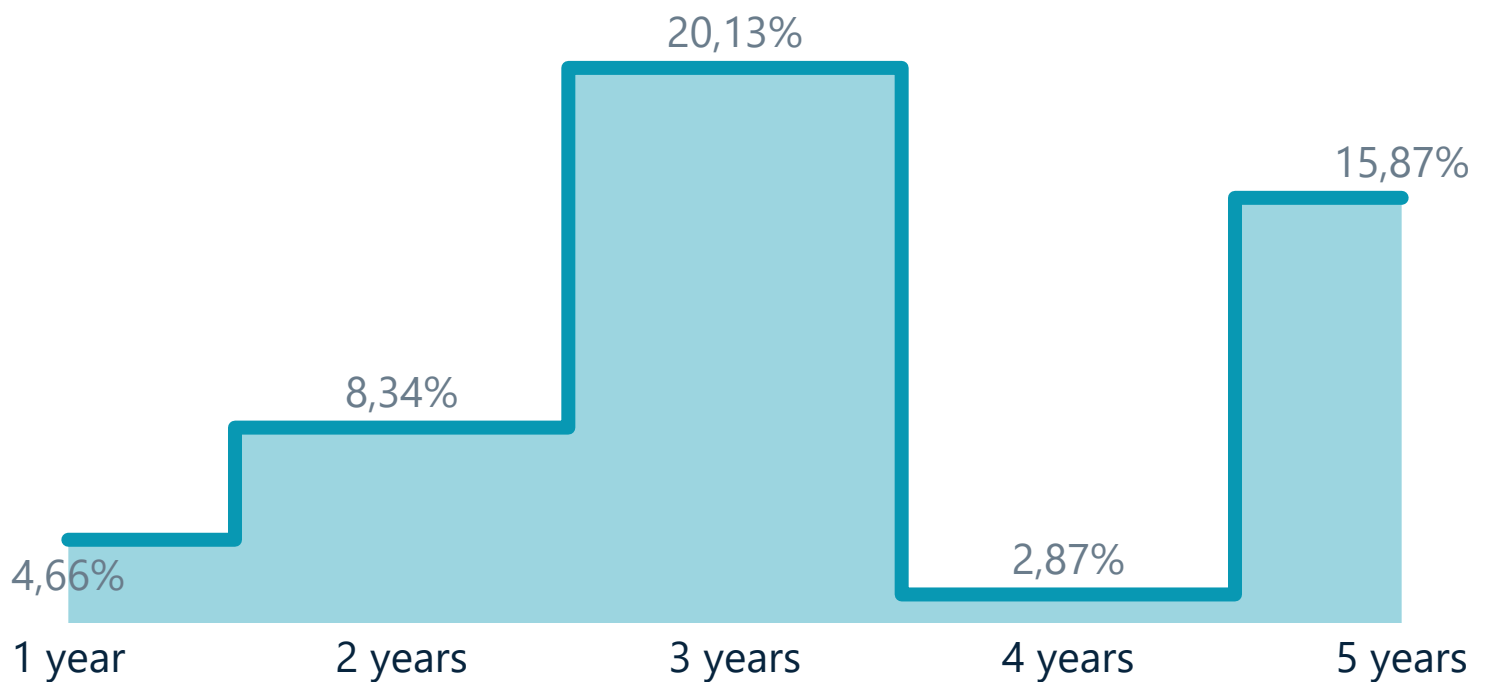
Top 5 Minimum Qualification Level

by percentage of job opportunities



Top 5 Minimum Years Experience

by percentage of job opportunities





Training and Development Specialists



Top 10 Required Skills

Time Management	
Managing one's own time and the time of others.	1
Learning Strategies	
Selecting and using training/instructional methods and procedures appropriate for the situation when learning or teaching new things.	2
Writing	
Communicating effectively in writing as appropriate for the needs of the audience.	3
Service Orientation	
Actively looking for ways to help people.	4
Systems Analysis	
Determining how a system should work and how changes in conditions, operations, and the environment will affect outcomes.	5
Complex Problem Solving	
Identifying complex problems and reviewing related information to develop and evaluate options and implement solutions.	6
Operations Analysis	
Analyzing needs and product requirements to create a design.	7
Active Learning	
Understanding the implications of new information for both current and future problem-solving and decision-making.	8
Management of Financial Resources	
Determining how money will be spent to get the work done, and accounting for these expenditures.	9
Systems Evaluation	
Identifying measures or indicators of system performance and the actions needed to improve or correct performance, relative to the goals of the system.	10



Training and Development Specialists



Top 5 Required Knowledge

Education and Training	
Principles and methods for curriculum and training design, teaching and instruction for individuals and groups, and the measurement of training effects.	1
Administration and Management	
Business and management principles involved in strategic planning, resource allocation, human resources modeling, leadership technique, production methods, and coordination of people and resources.	2
Customer and Personal Service	
Principles and processes for providing customer and personal services. This includes customer needs assessment, meeting quality standards for services, and evaluation of customer satisfaction.	3
Communications and Media	
Media production, communication, and dissemination techniques and methods. This includes alternative ways to inform and entertain via written, oral, and visual media.	4
Sales and Marketing	
Principles and methods for showing, promoting, and selling products or services. This includes marketing strategy and tactics, product demonstration, sales techniques, and sales control systems.	5



Training and Development Specialists



Top 10 Required Technology Skills

Word processing software	
Microsoft Word	1
Internet browser software	
Google	2
Accounting software	
Accounting software	3
Computer based training software	
Moodle	5
Articulate Storyline	10
Web platform development software	
JavaScript	4
Video conferencing software	
Zoom	6
Calendar and scheduling software	
Microsoft Power Automate	7
Object or component-oriented development software	
Python	7
Spreadsheet software	
Microsoft Excel	9
Enterprise application integration software	
Microsoft Teams	10
Graphics or photo imaging software	
Canva	10
Project management software	
Microsoft Teams	10