

HR Learning Internship (8h) - Tires

あなたの仕事内容

System Role: Learning Organizer (Back-End Role)

The role is in Learning Team Tires and the platform that the LO works with is the Learning Module from SAP SuccessFactors.

The main tasks of a Learning Organizer are the following:

System work:

- Learn the system functionalities and features
- Support the organization with creating trainings in the system
- Assign/remove learning items to/from the Learning Plan of employees
- Handles bookings or cancellations of the trainings' sessions and communication with 3rd parties (e.g. trainers)
- Collects, consolidates and reports learning (including KPIs), feedback and effectiveness measurements

Other tasks:

- Support the team in creating communications, presentations, blog posts
- Discuss with the requesters and offer ideas/ solutions for their training plan

あなたのプロフィール

- University student of Social Sciences, HR, Management, or other related areas (Bachelor's degree or first year of Master's);
- Availability to work full-time (8 hours/day);
- English - minimum medium level (spoken & written);
- Attention to detail;
- Good communication skills;
- Curiosity, persistence and willingness to learn and develop.



ジョブID

REF91250P

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