

## **E & O PRODUCT TRAINER (with emphasis on FieldSyte/Staking)**

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Department : Training  
Reports to : Training Team Lead  
Location : Remote  
Classification : Salary/Exempt/Full-time

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### **JOB SUMMARY**

The E&O Product Trainer is primarily responsible for all onsite and/or virtual training associated with Milsoft's FieldSyte/Staking product line. Knowledge of, and ability to train on other Milsoft E&O applications may also be required. This position will require **extensive** travel.

### **ESSENTIAL FUNCTIONS**

1. Plans and delivers training courses on-site, regionally and via webinar as necessary and at the direction of the Training Team Lead
2. Assesses relevant training needs for customers, in consultation with the Training Team Lead and other departmental heads, including necessary assessment methods and measurement systems
3. In conjunction with the Training Team Lead, the E&O Product Trainer will create a functional curriculum and will schedule trainings for FieldSyte/Staking products
4. Assists appropriate company staff with the organization and scheduling of training venues, logistics, transportation and accommodations in order to achieve efficient training attendance and delivery, including equipment and materials
5. Ensures that all training activities and materials are relevant and current
6. Develops and maintains self-knowledge in relevant field at all times
7. **MUST be available to travel extensively**
8. Maintains regular, consistent, and professional attendance, punctuality, personal appearance and adherence to relevant health and safety procedures
9. Upholds, safeguards and promotes Milsoft's values and philosophy relating particularly to ethics, integrity and corporate responsibility
10. Any other duties that may be necessary or assigned from time to time; such duties do not normally change the level of the job

### **QUALIFICATIONS**

1. Excellent presentation, interpersonal, team and communication skills are vital
2. Must be proficient in understanding Milsoft's software applications and deployment requirements and must demonstrate a high capability to communicate that knowledge to others
3. Proficient in Google Suite and MS Office products
4. Bachelor's degree preferred with a minimum of three years in roles associated with training, curriculum development, product deployment, and/or relating to the technical field(s)
5. Exceptional dedication to detail with high emphasis on goal achievement

Submit resume to [hr@milsoft.com](mailto:hr@milsoft.com)

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