

Fixed Belux Trainer/Consultant

ROLE DESCRIPTION

This role requires a talented (competitive and trustworthy) and experienced Trainer/Consultant ensuring high quality performance to QRP Customers.

You are responsible for delivering according to the QRP standards in all aspects of Trainers Performance (onsite and virtual). Those standards will be extensively explained and shown during the Train The Trainer (hereafter called TTT) path.

In addition, the role includes helping the sales and consultancy team discovering and pursuing new sales prospects and maintaining customer satisfaction. The goal is to meet and surpass the company's expectations to drive rapid and sustainable growth .

The ideal candidate will be passionate about education, able to undertake a variety of responsibilities including delivery of training, leading students to certification, implementing Best Practices and Business Relationship Management.

The goal is to drive sustainable growth through delivering excellent services (training and consultancy) and forging strong relationships with clients.

The ability and willingness to travel is required (mainly Belgium, Luxembourg and Italy)

TRAINER RESPONSIBILITIES

- Maintain or acquire the PRINCE2 Practitioner Certification (with a trainer score) in case not yet certified
- Start the TTT (Trainer the Trainer) Programme in case not yet accredited
- Get the relevant Trainer Accreditation
- Deliver training
- Develop your virtual and onsite presentation skills
- Get 1 additional Trainer certification yearly
- Confirm each relevant trainer certification on a yearly basis
- Further improve material
- Product development
- Product translation

CONSULTANCY RESPONSIBILITIES

- Responsible for contributing to the consultancy business line
- Help BDM the find the right consultancy clients
- Set up meetings with existing and potential clients and listen to their wishes and concerns
- Prepare and deliver appropriate presentations on products/ services
- Collaborate with team to achieve better results
- Assist to the monthly consultancy business meetings with BDM and other local consultants

SALES RESPONSIBILITIES

- Responsible for contributing to the country sales strategy
- To help the sales team with existing accounts and incoming questions
- Set up meetings with existing and potential clients and listen to their wishes and concerns
- Prepare and deliver appropriate presentations on products/ services
- To find business opportunities and manage customer relationships.
- To provide trustworthy feedback and after-sales support
- Collaborate with team to achieve better results
- Assist to the daily sales meetings when not providing training

SKILLS

- A good level of numeracy.
- Languages (EN is a requirement, fluent NL or FR is a plus)
- MSP/MoP/P3/PMP experience and certification
- Consultancy experience
- The ability and desire to sell
- Experience as a sales executive in B2B

COMPETENCES

- Able to embrace QRP Core Values in everyday work
 - We do our utmost to make our clients happy
 - We enjoy working together as a team
 - We keep our word
 - We are committed to our professional development
- Results orientation
- Autonomy
- Proactivity
- Interpersonal communication
- Assertiveness

- Teamwork
- Relational skills
- Flexibility
- Self-efficacy
- Sense of Belonging
- Resilience and the ability to cope with rejection
- Good level of numeracy
- Networking
- Excellent writer and communicator (in both the written and verbal form)

RELATIONSHIP

- Reporting to Business Development Manager (sales and consultancy) and to the Lead Trainer (training)
- Working relationships - Marketing Executive, Sales Manager, Operations Manager, Trainers, Consultants

WORKING LOCATION

- Home Office or Client office
- **Regus Office if more useful and needed**
 - Regus is our partner for training rooms and client meetings. They have offices all over Belgium and after or before onsite training, customer visits or consultancy assignments it's easy to check in and out.
 - We will provide you with a Regus gold card (check here for more details: <https://www.regus.com/en-us/membership>)
 - Regus locations in Belgium: <https://www.regus.com/en-gb/belgium>
- **Each quarter: Como Office (Head office QRP)**
 - **Belgian team face-to-face meeting**
 - **Other trainer meeting**
 - **Operations meeting**
 - **Quarterly meeting with the full company**

REMUNERATION

1. WAGE

- Monthly gross salary: **4500 euro (14 months)**
- Benefits
 - Pension plan
 - Hospitalisation insurance
 - Lunch tickets
 - Reimbursement km to clients against 0.34 €/km
 - Reimbursement Home office (140 euro)
 - Reimbursement Home Internet (20 euro)

2. ACCREDITATION

Accreditation as P2 trainer (certifications and accreditations) within the first year including a TTT training programme

3. CONTINUOUS LEARNING

Yearly extra certification (P3O, MoP, MSP, AgilePM, P2 Agile,...)