

United Arab Emirates Jobs Expertini®

LMS Training Coordinator

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Company: Insight Global

Location: dubai

Category: other-general

Collaborate with the training team on creating and loading a schedule of classes to HealthStream. Answer customer questions related to courses and direct them to the appropriate training. Create audiences in the HealthStream system to assign training to the appropriate end users. Test eLearning courses for Pass/Fail compliance prior to loading to HealthStream. Load eLearning courses and assign the necessary audiences in HealthStream. Create reports either in HealthStream or outside of it to capture who has attended training, still needs to attend, or needs to be rescheduled. Self-manage assigned tasks and deadlines to complete deliverables. Proactively communicate issues and risks

#J-18808-Ljbffr

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