

Job Title

- Associate Trainer (Compliance and Enforcement)

The Role

Duties include:

- Delivering programmes related to civilian compliance and enforcement, including but not limited to the following areas:
 - Interviewing and investigative skills
 - Serving with authority
 - Leveraging technology for compliance and enforcement operations
 - Handling and managing sousveillance during enforcement work
 - Enforcement performance and measurements
 - Communicating, engaging, and working with community for better compliance and enforcement outcomes
 - Managing polarities for compliance and enforcement officers
- Developing and delivering customised and/or contextualised enforcement programmes for specific public agencies. Develop and implement post-programme assessments and reports, as required by the agencies.
- Designing and delivering additional content and materials when required to supplement the delivery of existing programmes, where necessary.
- Attending meetings with CSC officers and/or clients to discuss programmes' content, presentation, and materials.
- Ensuring quality delivery of enforcement programmes where evaluations will be carried out at the end of the programmes.
- Fronting other learning and development interventions (e.g. focus group discussions) for Public Service Officers

Required Experience and Qualifications

- Exudes confidence and flair, with at least 2 years' experience as a stand-up trainer
- Minimum 3 years of experience in enforcement work (preferably in the area of non-uniform civilian enforcement such as enforcement of littering, parking, food safety and licensing etc.)
- Experience in designing training programmes (preferably ACTA certified)
- Demonstrates clear understanding of Singapore Public Sector challenges and realities
- Candidates with experience designing programmes would have an advantage

Confident that you will make an impact at CSC?

Send your CV to Kayla Ng (Kayla_NG@csccollege.gov.sg) or Pan Yuan Jie (PAN_Yuan_Jie@csccollege.gov.sg) and we will get back to you.