

RAWIWAN CHAIYARAT

TIDTEE



ABOUT

Excellent in experienced of HR Training including presentation, training abilities and the understanding of how to identify corporate training needs. Professional in excels regarding training program design and development of associated training materials. Graduated in Bachelor's Degree in Human Resources Management and experienced in HR Training

HIGHLIGHTS

- Professional in Microsoft Power Point, other training presentation and software programs.
- Strong verbal and oral communication abilities.
- Excellent interpersonal and presentation skills.
- Excellent in training needs identification and designs programs.
- Strongly believes that the training can help to corporate bottom lines and also improve overall efficiency and productivity.
- Understanding of principles of good training programs.
- Experienced with writing new employee training manuals.
- Encourages staff participation in training to make it more interesting.
- Collaborates well with supervisors and corporate executives to arrange training.

WORK EXPERIENCE

TRAINING OFFICER

ITALIAN THAI DEVELOPMENT PCL.

06/08/2018 - 02/11/2020

- Supervising on human resource development and organizational development.
- Survey the necessity for training in organization.
- Designed and developed training programs for all engineer fields.
- Plan the training road map (online/offline training) and work process.
- Formulate a budget for training in accordance with the approved training plan.
- Conduct training according to the specified training plan.
- Training summary.
- Follow up on training result and evaluation.
- Submit name list of training document to DSD.
- Develop on human resource development and organization development to keep up with the business of other companies.
- Designed infographic/Public relations about news and training activities on social media.
- Coordinate the related departments.

TRAINING OFFICER

NIPA TECHNOLOGY CO., LTD

17/04/2018 - 30/6/2018

- Act as Telesales.
- Overseeing and developing marketing campaigns.
- Devising and presenting ideas and strategies.
- Coordinating internal marketing.
- Managing campaigns on social media.
- Designed and developed training programs and materials both for new employees.

HR TRAINING

THAI OPPO CO., LTD

12/10/2016 - 2/2/2018

- Authored training manuals for all new employees in various departments.
- Designed and developed training programs and materials both for new employees.
- Conducted training for new employees.
- Presented information at corporate training.
- Submit name list of training document to DSD.
- Manage Probation Evaluation Form.
- Worked with management to identify training needs.
- Collaborated with corporate executives.
- Used media to improve retention.

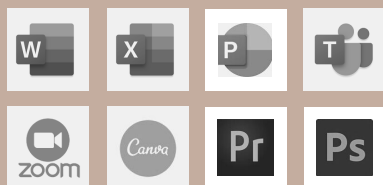
SOFT SKILLS

Growth mindset
Focus mastery
Communication skills
Culture awareness
Leadership
Creativity
Innovation
Storytelling
Critical thinking
Emotional Intelligence

ENGLISH SKILLS

Listening	<div><div></div></div>	Good
Speaking	<div><div></div></div>	Fair
Reading	<div><div></div></div>	Good
Writing	<div><div></div></div>	Fair

COPUTER SKILLS



CONTACT

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Rayong 21000

SOCIAL

FB: [www.fb.com/Rawiwan.Chaiyarat](https://www.facebook.com/Rawiwan.Chaiyarat)

Line: rawitid

IG: talaridtidtee

EDUCATION

Kasetsart University
Bachelor of Science,
Major in Industrial and Organization
Psychology
2012 - 2016
GPA 2.95