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:
  o Interviewing and investigative skills
  o Serving with authority
  o Leveraging technology for compliance and enforcement operations
  o Handling and managing sousveillance during enforcement work
  o Enforcement performance and measurements
  o Communicating, engaging, and working with community for better compliance and enforcement outcomes
  o 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@cscollege.gov.sg) or Pan Yuan Jie (PAN_Yuan_Jie@cscollege.gov.sg) and we will get back to you.