

## **Training Specialist – Atlanta – EOE**

The Training Specialist is responsible for the training and development of State Bank Employees to ensure the job related knowledge and skills exist to achieve Corporate Strategic Priorities. This is accomplished by interacting with the various business units to determine learning needs; creating learning solutions using appropriate media delivery, which optimizes efficiency and effectiveness; and managing course completions through the Learning Management System.

Designs and develops supporting training materials such as job aids, facilitator guides, participant guides.

Evaluates and ensures the quality, accuracy, relevance, effectiveness and completeness of instructional materials.

Develop computer based delivery training media such as online courses and/or video.

Collaborate with Subject Matter Experts to identify training needs.

Utilizes Learning Management System to create, track and report State Bank Employee Training Curricula.

Track and report State Bank Employee Compliance Training completions.

Track and report State Bank Training Expenses.

Track and report State Bank Tax Credits.

### **Education**

Bachelor's degree (B. A.) from four-year college or university; or one to two years related experience and/or training; or equivalent combination of education and experience.

Experience producing training media such as online courses or video. Experience using media development software such as Captivate, Premiere, Soundforge, and/or Photoshop. Experience creating manuals, workbooks, facilitation guides and/or student guides.

Visit our website [www.statebt.com](http://www.statebt.com) for more job opportunities.

#### **Employment at Will**

Employment with State Bank & Trust is "at-will." This means that you or the Bank may terminate your employment at any time with or without notice or cause.

#### **Employment Eligibility Verification**

Employees are required to present proof of identity and eligibility to work in the U.S. State Bank participates in E Verify.