



Job title:	ERP System Training Manager
Department:	ERP Implementation Project Team
Responsible to:	ERP Project Manager
Salary:	Competitive
Hours:	40 hours per week
Type:	Contract – Temp to Perm Opportunity

The Role:

Brompton has embarked on an ERP Transformation programme and require an experienced ERP System Training Manager to join at a critical time and help drive the implementation of the new system. The ideal person will have broad ERP system training management experience, have worked on ERP implementation projects within a manufacturing environment and be extremely proactive, energetic and thorough to drive through very challenging project.

Key Responsibilities:

- Utilise Blueprints, Process Maps/Flows and Implementation Accelerator (IA) documentation to help assess and tailor training needs across the various departments.
- Carry out a full end-to-end training in the most appropriate and effective format (workshops, drop-in sessions, 1-1s) within the organisation and provide detailed insights and solutions in order to support the project.
- Write a training and strategy plan for each department and manage the creation of the training material, working with the department Power Users and project team resource.
- Work with ERP Project Manager and Sponsors to help the development of the overall implementation strategy.
- Work the supplier to build the training schedule and oversee the end to end training logistics to support training delivery, including completion reporting and metrics.
- Manage the process for any training gaps or further training during the transition and go live phases.
- Establish a core training toolkit to reflect the business requirements.
- Accountable for the effectiveness of the training delivery to 150-250 users and associated KPIs.

Essential Experience:

- 2-4 years ERP System training experience within a manufacturing environment.
- Experience working on transformational change programmes within strict and short deadlines.
- Experience of ERP training lifecycles; defining training strategy, analysing training needs, setting a training plan, delivering and evaluating the overall training effectiveness to 150-300 users.
- Excellent planning and project management skills and stakeholder management skills.
- Experience of managing delivery between office and shop floor environments
- Solid understanding of training and development processes, including trends in people development, related technology learning tools and understanding of external resources in training and development.

Ideal Experience

- Broad knowledge of Infor CSI/Syteline modules and functionality.
- Have detailed understanding of the Infor Implementation Accelerators and the most effective training methods.

Essential Skills

- Can create and customise an ERP learning strategy for each department within the business.
- Must possess the ability to work effectively and collaboratively across interdisciplinary teams and cultures to complete tasks to meet team objectives as necessary.
- Experience of delivering training to people who may be resistant to change
- Strict at holding teams/users accountable for the missed training and poor performances within the training sessions.
- Have a can-do and pro-active attitude and communicate clearly with a variety of employees and teams
- Pro-actively manage any training-related risks, issues and dependencies.
- Manage the training environment for the programme and how these fit in across the full ERP project landscape including both technical and data requirements.

Education:

- Trainer or L&D advanced qualifications.

About the Company:

Our mission is to transform the way people live in cities. With over 16 million possible combinations of gears, colours, handlebars and accessories, we make more than just a bicycle, and we are more than just a bicycle company. We continue to make the Brompton in West London, where we started in 1975, but our product has travelled far - we now export 80% of our bicycles to 45 countries. In the past 2 years we have invested in a new purpose-built production facility, transformed our digital architecture, opened new flagship stores and had our biggest product launch in company history and we're not stopping there. To change urban living, we need passionate, innovative and talented people that want to challenge the status quo and make an impact.

We have set out a strategic plan to build a world class omni channel customer experience, where we empower our customers to engage with us seamlessly in any format they choose, in stores or digitally. We're building the technical foundations to a global ecosystem that will bring us closer to our customers and allow us to serve them in ways they expect, but to also delight them.

How to Apply:

If you feel that you fit within the Brompton team spirit and you can bring talent, innovation and enthusiasm to our workforce then please email your CV and covering letter to the People team, at recruitment@brompton.co.uk . In the subject, please specify the role you are applying for. You are encouraged to submit when ready and not wait until the deadline. Please specify your salary expectations.

You should be advised that any applications submitted without a covering letter and CV will not be considered for the role.

The Company reserves the right to vary or amend the duties and responsibilities of the post holder at any time according to the needs of the Company's business. The statements contained in this job description reflect general details as necessary to describe the principal functions of this job, the level of knowledge and skill typically required and the scope of responsibility. It should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned, including work in other functional areas to cover absences of relief, to equalize peak work periods or otherwise to balance the workload.