

Center for Career Planning & Placement (CCPP)
Graduate Placement Services (GPS)

JOB VACANCY FORM[®]

IMPORTANT: The information presented in this document can be shared only internally at UAE University!

Job Reference No.: JV392

Company Name: Kawader Sports LLC

Company Type: Private

Job Position/Title:	Training & Development Supervisor	Academic Major:	Sport management, Recreation/leisure studies, Physiology
Salary Range:	Competitive Salary	Years of Experience:	2 Years of experience
Job Location:	Abu Dhabi	Job Type:	Full-time
Nationality:	Only UAE Nationals	Gender:	Male or Female (Both)
Job Description:	JOB PURPOSE: Responsible for planning, communicating and maintaining an effective sports development program across relevant sports disciplines for teams of sportsman. Ensures that program quality controls and performance objectives are in place (for both individual team members and sports coaches) and that these are monitored and measured on regular basis to achieve program objectives. PRINCIPAL ACCOUNTABILITIES: - Plan, organize and deliver, with support from Training officers, an appropriate sports program for individuals wishing to develop skills and knowledge in specific sports disciplines. Input will be required from specialist coaches per sports discipline - Identify and agree appropriate performance indicators to ensure that the program objectives can be effectively monitored, measured and met on a consistent basis - Ensure that the correct data is collected in a timely manner to be able to deliver accurate and detailed weekly/monthly management information reports to the General Manager and other internal stakeholders as required - Identifies potential performance problems and ensure support from Human Resources and training Officers to deal with issues promptly. - Co-ordinates requests/requirements for individual equipment, clothing etc for sportsman as required, ensuring all relevant information is communicated in timely manner to Finance Offer for approval of budget and procurement. - With support from Human Resources, manage and respond to any HR related queries raised by team members, training officers, and/or issues including performance management		

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	• Perform other related duties as required
Minimum Qualifications:	• Bachelor Degrees. • Excellent Physical fitness • Strong team management/development • Proven communication and interpersonal skills to all levelsAbility to communicate effectively in Arabic and English • Excellent time management • Strong planning, organizing and follow up Skills • Proficient in data management/reporting Traits: • Strong organizational skills – ability to multi task and prioritize workload • Fast and responsive – Results and achievement oriented to high standards • A problem solver who can independently investigate and resolve issues • Team Player – maintain close working relationships with relevant employees of the business in order to achieve objectives • Ability to listen, demonstrates patience • Utmost discretion when dealing with all sensitive and confidential information • Flexibility and comfortable in a changing growing environment • Pays attention to detail • Proactive and motivated
No. of Positions Required:	1
Job Close Date:	Open Until Filled

To Apply, UAEU Graduates/Alumni should send their CVs to:

Omar.Alburiki@Royalgroupuae.com

JOB NAVIGATOR

Locating Your Career Path

