

HRDC TRAIN THE TRAINER CERTIFICATION PROGRAMME

Empowering Trainers, Transforming Future Leaders

Introduction

The HRDC Train-The-Trainer Certification Programme is a valuable opportunity for aspiring trainers and professionals in the training field. This certification equips you with the essential skills to become a competent trainer and prepares you for a successful career in training and development. Upon completion, you'll be a step closer to becoming an HRDC Accredited Trainer, enabling you to offer HRDC claimable training programme to registered employers. The programme also supports you in identifying skill gaps and implementing effective workplace training that brings about real change.

Key Benefits

- Deliver HRDC claimable programme
- Position yourself as a professional trainer
- Pathway to becoming an HRDC Accredited Trainer

Who Should Attend

This programme is designed for:

- Managers, Executives, and HR Officers
- Vocational Education Trainers, Lecturers, and Tutors
- Corporate Trainers, Instructors, Team Leaders, and Supervisors

If you wish to become a certified and competent trainer, this programme is for you.

Learning Approach

The 5-day programme features an interactive mix of lectures, case studies, group discussions, and mini-presentations to engage participants and enhance learning.

Facilitators



Karen Ong

Lead Trainer
ICF Certified Associate Coach



Dr. A. Subra

Co-Facilitator

Objectives

By the end of the programme, you will be able to:

- Understand the qualities of a competent trainer
- Apply adult learning principles in designing and delivering training
- Conduct Training Needs Analysis (TNA) to meet client needs
- Design and develop Competency-Based Training (CBT) for any audience
- Use assessment tools to measure trainees' progress
- Facilitate training sessions using various methodologies

Program Content








Module 1 – Plan Adult Learning

Module 2 – Conduct Training Needs Analysis (TNA)

Module 3 – Design Competency-Based Training Programs

Module 4 – Conduct Competency-Based Training

Module 5 – Assess Participant's Competence

	Date	25 th - 27 th Sept, 3 rd - 4 th Oct 2025 (First batch)
		30 th - 31 st Oct, 1 st Nov, 7 th - 8 th Nov 2025 (Second batch)
	Time	9.00 am - 5.00 pm
	Venue	University of Cyberjaya, Selangor
	Duration	5 days
	Mode of Delivery	Face to Face
	Fee	RM 2,484 (inclusive of 8% SST)
	Facilitators	Karen Ong Dr. A. Subra



SCAN THE QR CODE
TO REGISTER!

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