



JD Edwards Trainer

Job Description



+ JDE Trainer Overview

Our experienced trainers help our customers develop their JDE skills and knowledge through live instruction and online learning content development. iLearn trainers are great communicators with the ability to effectively describe the various elements, setup, and transactions to different audiences.

+ Essential Job Functions

- Develop and deliver JDE workshops and webinars for customers and iLearnERP online universities
- Schedule appropriate training sessions; facilitate training sessions with co-trainers
- Plan and implement an effective training curriculum for all types of JDE learners and extended audiences of suppliers, customers, and administrators
- Stay current with new JDE functionality and practical applications
- Supervise training development and associated budgets
- Prepare training materials such as tutorials, module summaries, videos, eLearning, and presentations.
- Support multiple clients and projects in an organized manner
- Develop and foster a client-centric culture, supporting team members in client and community communications and social media
- Provide quality review for internal and external collaborations and deliverables

+ Education and Experience

- Bachelor's degree and 3+ years of experience with JD Edwards
- Advanced expertise in Microsoft Office Suite (Word, PowerPoint, Excel, and Publisher)
- Skills including organization and task management, customer communication, and budgeting
- Ability to translate business needs into learning objectives and course design
- Possess excellent public speaking and presentation skills
- Experience with learning authoring tools, e.g. Oracle UPK, Adobe Captivate, Articulate Storyline, TechSmith Camtasia, Epilogue Opus, TT Performance Suite

+ Working Environment

Area	Details
Hours of work	Full-time position, 40 hours a week, flexible schedule
Work Location	Colorado front-range preferred; 1-2 days in the Greenwood Village office per week
Travel	Travel to customers as needed
Salary	Commensurate with experience
Benefits	PTO, flexible work hours, 401k with matching contribution, annual healthcare reimbursement, hybrid work location, cell phone stipend

All qualified applicants will receive consideration for employment without regard to race, sex, color, religion, sexual orientation, gender identity, national origin, protected veteran status, or on the basis of disability.