



Sr. Trainer/ Trainer, Japanese Language  
BRAC

**Job Category:** Teaching/Academics

**Job Source:** nrbjobs.com

## Job Summary

**Employment Type:** Contractual

**Gender:** Any

**Career Level:** Entry Level

**Salary:** Negotiable

**Experience:** Minimum 3 years

**Posted On:** 17 Aug 2025

**Application Deadline:** 10 Sep 2025

## Job Context

- Minimum of 3 years experience in Japanese Language Training (N5 and N4)
- This role focuses on training learners in technical skills for overseas caregiving employment in Japan. The trainer will provide instruction aligned with Japan's caregiving standards, preparing participants for the Specified Skilled Worker Programme.

## Job Description/Responsibility

- Empowering Youth in Bangladesh for Global Opportunities project, implemented by the BRAC Institute of Skills Development (BISD), aims to equip Bangladeshi youth with the skills and certifications needed to participate in Japan's Specified Skilled Worker (SSW) Program as caregivers. Over 36 months, the project will provide comprehensive training to prepare participants for employment in Japan's caregiving sector, addressing labor shortages while enhancing global job opportunities for Bangladeshi youth. This initiative supports economic development, workforce mobility, and better livelihoods for young individuals from Bangladesh.

### Job Responsibilities:

- Deliver Japanese Language (N5 & N4) and Culture training by conducting engaging and structured sessions aligned with the required standards.
- Prepare session plans, assessment tools, and result sheets by designing and organizing materials to track learner progress.
- Ensure regular attendance of trainees by monitoring attendance consistently and addressing absences promptly.
- Plan and conduct assessments by administering evaluations during the training to measure trainees' skills and progress.
- Develop initiatives for weak learners by identifying gaps and creating personalized plans to improve their performance.
- Prepare and share learner progress reports by compiling and submitting updates to relevant stakeholders for timely feedback.
- Evaluate the effectiveness of training materials and methods by analyzing trainees' responses and making improvements as needed.
- Maintain communication with Senior Trainer and Trainer by regularly discussing learners' progress and

challenges in technical training.

- Collaborate with Senior Trainer and Trainer by working closely to ensure training quality and continuous improvement.

**Safeguarding Responsibilities:**

- Establish a safeguarding culture across all levels of the programme by implementing the safeguarding policy. Act as a key source of support, guidance and expertise on safeguarding for establishing a safe working environment.
- Responsible to ensure team members are appropriately trained, supported and have access to resources regarding issues that are identified and implemented in accordance with the safeguarding policy and procedure.
- Follow the safeguarding reporting procedure in case any reportable incident takes place and encourage others to do so.

**Additional Academic Requirements**

- Bachelor of Arts (BA) in Linguistics
- Master of Arts (MA) in Linguistics

**Experience Requirements**

- Minimum 3 years of experience is required.

**Additional Experience Requirements**

- At least 3 years
- The applicants should have experience in the following business area(s): NGO, Immigration and Education Consultancy Service, School, Educational Technology (Edtech) Startup

**Skills Requirements**

- Manage the training team to ensure successful program delivery.
- Utilize effective training and facilitation methods to engage learners.
- Develop training modules and materials that meet program objectives.
- Demonstrate expertise in people management and prepare comprehensive reports on training outcomes.
- Make informed decisions and solve problems proactively to enhance the training process.
- Work autonomously with strong problem-solving abilities to address challenges.

**Work Area**

- Applicant should have experience of working in the following category(ies): Teaching/Academics

**Industry Type**

- Experience should include the following skills: NGO/Development