

CAREERS @ SHRM

At SHRM, we subscribe to the values of Hard work, Integrity, Passion and Pride. This means that our employees take personal ownership of their roles, and truly believe in improving the lives of SHRM students through education. To achieve this, the College provides both professional and personal development opportunities for all employees. We believe that a warm and supportive environment is one of the distinctive features of working at SHRM.

If you share our vision and mission towards education, send your resume to enquiries@shrm.edu.sg, and we will contact you to discuss career opportunities at SHRM.

SHRM MANAGEMENT TRAINEE PROGRAMME

Designed for competent individuals desiring for long-term career success, the SHRM Management Trainee Programme (SMTP) invites outstanding individuals to embark on a meaningful career journey as they are being prepared to assume managerial positions within the College.

What can I expect from SMTP?

Management trainees will undergo a comprehensive one-year training program

Management trainees will be working closely with key staff in SHRM to understand the different areas of the school and how various functions integrate with one another

You will be given a wide array of learning & development opportunities such as mentorship and leadership training as part of SHRM's management development initiatives

What do I need to be considered for SMTP?

Excellent interpersonal skills, highly versatile to changes and results-oriented

Keen interest in the Private Education Industry and dedication to improve the process of delivering quality education to students

Outstanding academic results, Co-Curricular Activities Record and Leadership Qualities

How will I be developed in SMTP?

Management trainees will undergo a one-year training program, consisting of 2 departmental rotations and 1 CEO's office rotation. Throughout the process, management trainees will be tasked to handle challenging projects as they work alongside with experienced lecturers and administrators in SHRM. This will allow management trainees to understand the different processes within SHRM and how those processes play their part to ensure service excellence in providing students a meaningful learning experience.

What is the selection process like?

You will undergo an extensive selection process to determine whether you are well-suited for SMTP.

- Individual presentations

Applicants may be requested to prepare and present a case study to the management team.

- Interviews with HR and senior management

Shortlisted applicants will undergo interview sessions with senior management so as obtain a better understanding of both parties' expectations.

- I'm interested. How do I apply?

Interested parties should send their resume to enquiries@shrm.edu.sg for further details. Please be informed that only shortlisted candidates will be contacted.