Training Management

Make sure the right people have the right training at the right time

WHY TRAINING MANAGEMENT MATTERS

You can't rely on paper records and spreadsheets to prove competence. When training information is scattered across systems, it's hard to see who is up to date, whose certificates are about to expire and where there are gaps against role requirements.

Without a clear view of training status, you risk non-compliance, skills gaps and people carrying out tasks they are not trained for.

With AssessNET, you can bring training records, requirements and renewals together in a single system, so you always know who is competent to do what and what needs to happen next.

KEY FUNCTIONS

Build a central training matrix

Create a training matrix that maps roles to required training, qualifications and competencies. See, at a glance, which requirements are mandatory and who meets them.

Maintain complete training records

Record internal and external training, certificates and qualifications for each person. Store supporting documents so evidence is easy to find during audits.

Schedule and manage courses

Set up training events, manage attendees and waiting lists, and record completion in a few clicks. Use reminders to prompt trainers and delegates ahead of scheduled sessions.

Track renewals and expiry dates

Monitor upcoming expiries for licenses, certificates and mandatory courses. Use automated notifications to remind managers and employees before training becomes overdue.

Report on competence and gaps

Use dashboards and filters to view training compliance by person, team, role or location. Identify gaps, plan future training and demonstrate that you are managing competence proactively.

PROACTIVELY MANAGE COMPETENCE

AssessNET gives you a single, cloud-based view of training, competence and risk. By linking Training Management with your wider health and safety processes, you can see how skills, behaviours and control measures fit together.

Dashboards, notifications and reports help you stay on top of training needs, overdue courses and emerging patterns, so you can target investment where it will make the greatest difference.