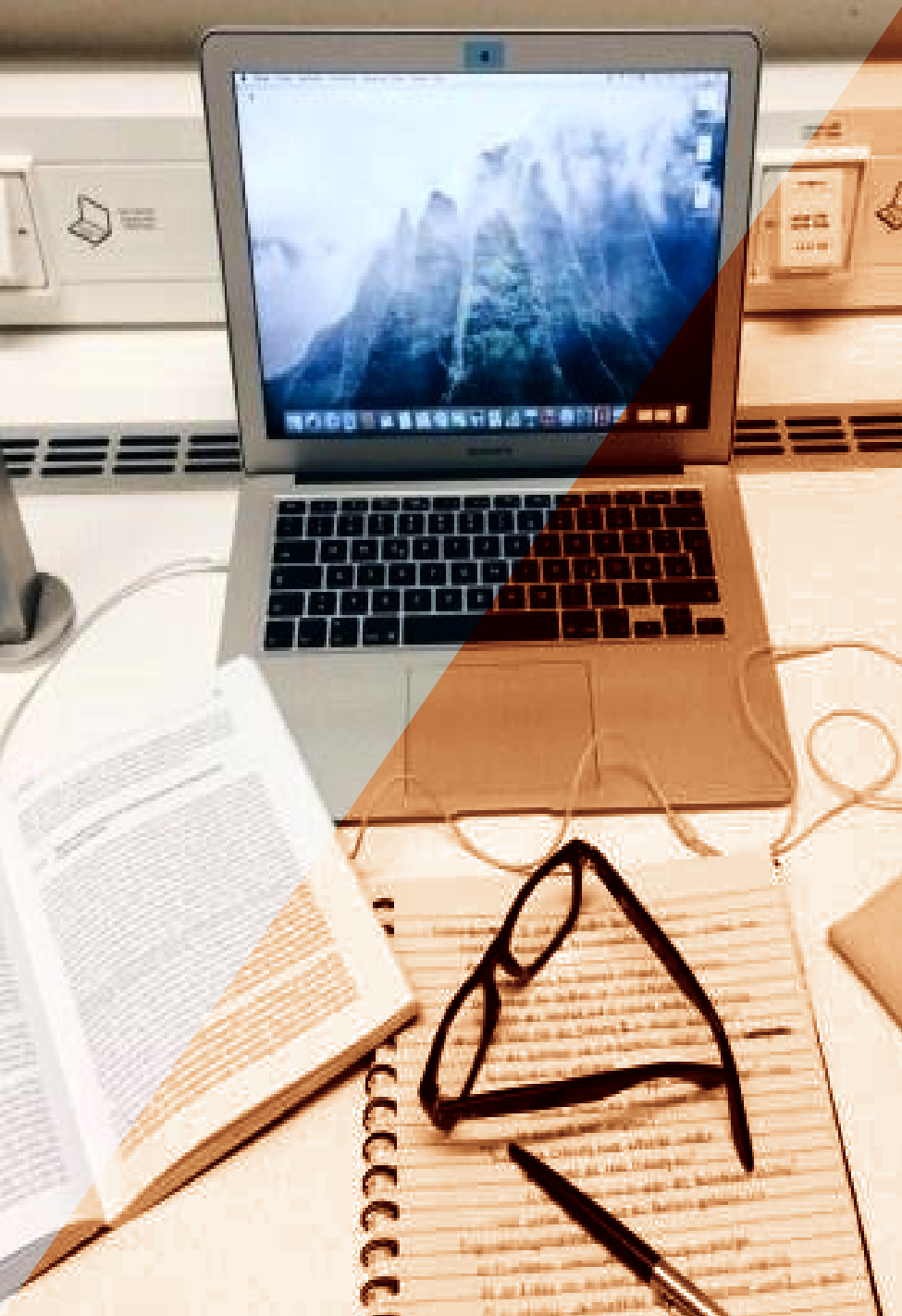




HotSpec Group



*Develop Your Career
With HotSpec Academy.*



Our **Mission** Statement

At HotSpec Group, we have always seen the need for skills acquisition and career development. Companies continue to look for talented professionals with adequate skill sets, drive and ambition to succeed.

HotSpec Group trains and mentors talented individuals around the world through our virtual and in-class Careers Programme. We supply our well trained professionals to our affiliates, or they get employed by renowned organisations. People are at the core of our business and we focus on empowering enthusiastic and ambitious individuals with the drive and aptitude to learn new skills that will kick start their career.

Who We Are



Leading Career skills acquisition company



Helping businesses and individuals with adequate skill sets



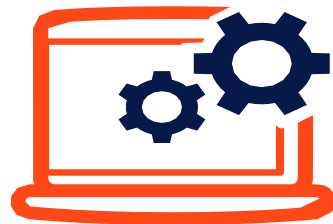
Global business solutions and career development company



Your success is our goal



Promoting Diversity and Equality



Impressive client list across multiple sectors

Our Group Values:

- ◆ We Make it Happen
- ◆ We Strive for Success
- ◆ Committed to Our Clients
- ◆ Diversity and Inclusion
- ◆ Transparency

Our Career Programmes

Overview

HotSpec Group provides quality IT and business training, as well as invaluable commercial experience and the opportunity for rewarding professional development.

Once trained, you will undergo practical work experience on relevant projects in different industries with us. You will also have the opportunity to work with one of our affiliates. Our training and ongoing support will ensure you can make a difference in your entire career journey anywhere you are.

HotSpec Group Benefits

- Industry recognised training and skills sets acquisition
- Convenient virtual learning style and training delivery
- Opportunity to work with our affiliates
- Mentoring and ongoing support
- 24 hours access to training platform
- CV and Interview preparation

Who is it for?

- The Graduates (University/Polytechnic/College)
- The Career Changers
- The Ambitious
- The Returners to Work
- Professionals who wants additional skill sets
- Work experience candidates
- Organisation Staffs
- Anyone who needs personal development



Testimonials

“

I have started building a career in a field I really enjoy while developing new skills and refining some of the ones I came in with. This experience has opened a plethora of opportunities for me.

Esther O. Business Analyst at HSBC

HotSpecGroup helped me to identify my strong points and pointed me towards my dream career path. I will strongly recommend them for your career development.

Sharon K. BA/PM at Cranfield University

”

CAREER DEVELOPMENT ROADMAP at HotSpec Group

Academy Pathway

Training will be done at our Academy arm within 8-12 weeks

Consulting Pathway

Practical work experience at our Consulting arm from week 6 up to week 18

Support and Development

Ongoing career support

Become a Trainer/Mentor

You could choose to be part of us

Foundation Training

Training include: Professional Skills, Business Fundamentals, MS Office

Specific Training

- Business Analysis
- Project management
- Data Analysis
- BI Analysis
- Software Testing
- Any other Bespoke/Hybrid training

Software/Tools

All enterprise standard software and tools

Business/Domain Knowledge

- IT Industry
- Financial business
- HR domain
- CRM domain
- Retail Industry
- Software Development
- Business development
- Healthcare Industry

Foundation support

CV and Interview preparation

Other Benefits

- The Mentoring Programme
- Relationship Manager
- Consultant support
- HR support
- Online resources

Foundation Requirements

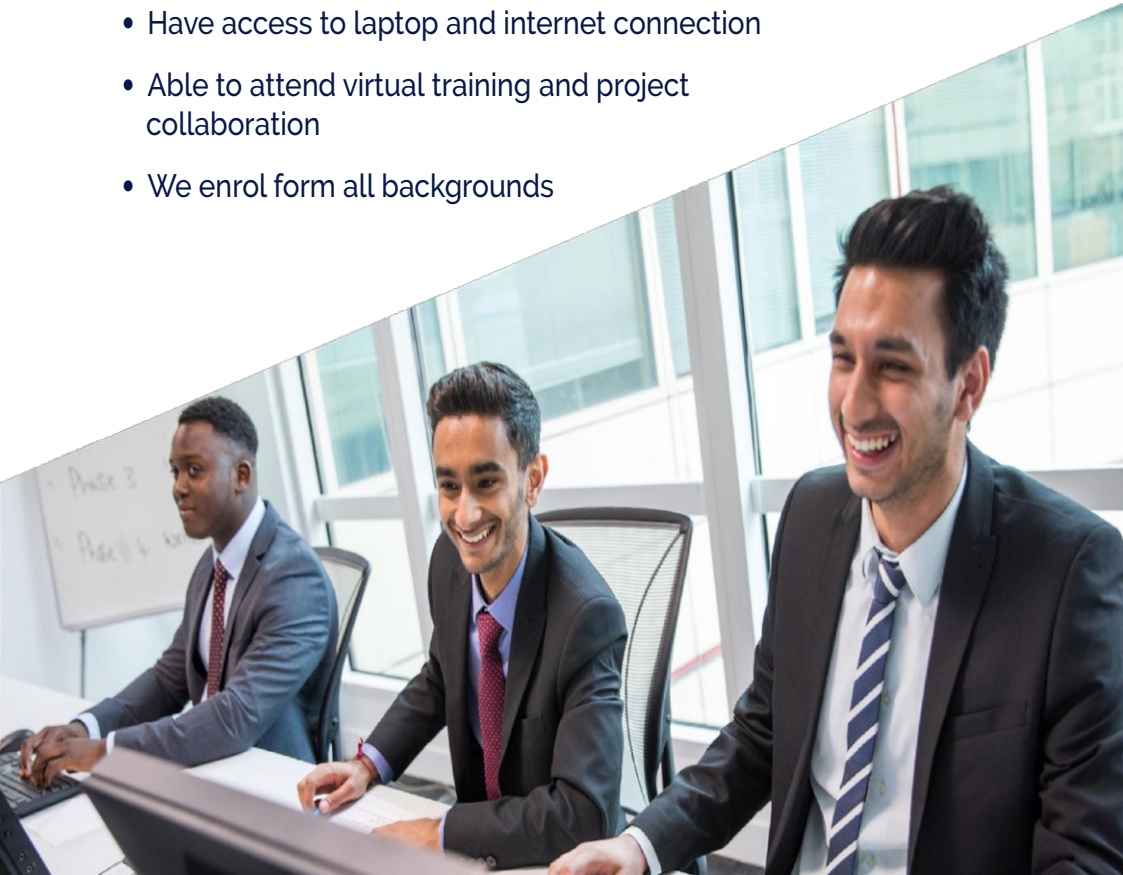
Excellent appraisal at competency and proficiency levels

Benefits

- Become a trainer
- Mentor upcoming consultants
- Grow in knowledge
- Get paid

Programme **Criteria**

- Demonstrate a passion for IT and business
- Communication and team working skills
- Adaptable and ambitious to learn new skills
- Able to dedicate time to learning and practical work experience
- Have access to laptop and internet connection
- Able to attend virtual training and project collaboration
- We enrol form all backgrounds



How to **Enrol**



Register Online

Sign up, verify email, and get Login details



Attend Free Taster/Webinar

Register to attend any upcoming free taster/webinar



Discuss your Career Development Plan

Discuss your career development plan with a staff if necessary



Get Inducted

Attend the next induction session after payment is made



Programme Modules

Business Analysis

- ❖ Requirements Engineering and Documenting
- ❖ BA Techniques
- ❖ Stakeholder Management
- ❖ Conflict Management
- ❖ Negotiation Skills
- ❖ Business process modelling
- ❖ UML
- ❖ Project Methodologies (Agile and Waterfall)
- ❖ Software Development Lifecycle
- ❖ Change Management process
- ❖ Risk Management
- ❖ BA Involvement in the testing phase

Project Management

- ❖ Project Methodologies (PRINCE 2)
- ❖ An understanding of project lifecycle
- ❖ Stakeholder Management and analysis
- ❖ Problem solving and decision making
- ❖ Risk Management and analysis
- ❖ Report writing
- ❖ An understanding of project approach through Agile/Scrum
- ❖ Programme/Project support and operation

Customised Training

- ❖ Contact us to understand your customised training requirements

Data/BI Analysis

- ❖ Data warehousing
- ❖ Data Modelling
- ❖ Data transformation and unification
- ❖ Analytics dashboard design
- ❖ BI Tools
- ❖ Practical work examples
- ❖ Problem solving and decision making
- ❖ Understanding of full project lifecycle

Software Testing

- ❖ Analyzing different forms of requirement
- ❖ Planning and prioritizing your tests
- ❖ Creating tests
- ❖ Identifying Data and Environment requirement
- ❖ Tests execution, Defect reporting and Tracking
- ❖ Test result and completion reporting, test management (using jira)
- ❖ Introduction testing tools (Soapui and Jmeter)

MS Office/Office

365

- ❖ Microsoft Word
- ❖ Microsoft Excel
- ❖ Microsoft PowerPoint
- ❖ Microsoft Access
- ❖ Microsoft Outlook
- ❖ Word, Excel, PowerPoint
- ❖ Word, Excel, PowerPoint, Outlook
- ❖ Word, Excel, PowerPoint, Access, Outlook
- ❖ Microsoft Project
- ❖ Microsoft Visio

Cyber Security

- ❖ What is Information Security?
- ❖ What is cyber Security?
- ❖ How does security relate to Information?
- ❖ Consequences of Cyber attack?
- ❖ Why is security everyone's business?
- ❖ Information security risks
- ❖ Dealing with information and cyber security threats
- ❖ Cyber security risks

Software Development

- ❖ During your training at HotSpec Group you will develop the ability to write code that is modular, robust, scalable and maintainable to a professional standard.
- ❖ You will also write code that can be easily modified to meet changing client requirements.
- ❖ Software developers at HotSpec Group may also add functionality to applications by designing and implementing solutions.
- ❖ This role is ideal for analytical problem solvers with a passion for following the latest technology trends.

Career Prospects

The following careers paths are possible under each programme as shown below:

Business Analysis

- ❖ Business Analyst
- ❖ Junior Business Analyst
- ❖ Business Process Analyst
- ❖ Business architect
- ❖ Business Solution Architect
- ❖ Business system Analyst
- ❖ Process Analyst
- ❖ Product Manager
- ❖ Product Owner
- ❖ Requirements Engineer
- ❖ Management Consultant
- ❖ Enterprise Analyst
- ❖ Systems Analyst

Data/BI Analysis

- ❖ Data Analyst
- ❖ Data Scientist
- ❖ Data Administrator
- ❖ Business Intelligence Analyst

MS Office/Office 365

- ❖ Applicable to all career paths

Cyber Security

- ❖ Security Analyst
- ❖ Security Engineer
- ❖ Security Architect
- ❖ Security Administrator
- ❖ Cryptographer
- ❖ Cryptanalyst
- ❖ Security Consultant
- ❖ Security Software Developer
- ❖ InfoSec Analyst
- ❖ InfoSec Officer

Project Management

- ❖ Project Manager
- ❖ Assistant Project Manager
- ❖ Business Change Manager
- ❖ Junior.Senior Project Manager
- ❖ Project Coordinator
- ❖ Project Officer
- ❖ Project Administrator
- ❖ Project Support Officer
- ❖ PMO Analyst

Software Testing

- ❖ Software Tester
- ❖ Test Analyst
- ❖ Quality Assurance Analyst
- ❖ Quality Assurance Officer

Customised Training

- ❖ Based on client's requirements

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GET IN TOUCH

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