

# Al Domingo, MA, CAHRI, MT

LEARNING & PERFORMANCE SPECIALIST | [www.aldomingo.com](http://www.aldomingo.com)

## ABOUT ME

Designing courses and facilitating the learning process for many years, I have worked with clients in different industries with different needs. Into Organizational Development, I design ways to improve organizational performance through people, systems and processes. I further design and transform learning experiences into their written form to complement an organization's initiative to improve the performance and productivity of its workforce. With the intensive use of the ADDIE model among other approaches, I have guided teams to write a few strategic plans and a significant amount of learning packages and trained thousands of working professionals from various industries. My profession is basically writing and facilitating a wide range of materials for a wide range of "learners" or audiences so I am keen at taking a consulting work or regular employment relevant to my profession.



## EMPLOYMENT

### Sr. Consultant | Learning & Performance Manager Human Capital Consulting Division

Deloitte (PNG) 2011-2019

Managed and administered training and other employee-development programs for Deloitte and its external clients. I wrote and facilitated Graduate Development, Management Development, etc. Tasks included collaboration with SMEs, building and maintaining a solid client base, project presentations, project management, program design and development, and planning facilitation; ensuring sales targets, maintaining project pipelines, people management, etc.

### Head & Lecturer, Technical Communication National Polytechnic Institute of PNG (2000-2010)

Managed the Technical Communication Section of the Institute and established the Advocacy Training & Development Center for corporate clients; whilst providing communication subjects to the various disciplines within the college. For section staff use, developed learning packs; assessed and evaluated other training staff; and provided continuing professional education of faculty.

### English Professor, ComSci Department Saint Louis University (Ph) | 1995 – 2000 |

Prepared lessons and assessments; taught communication subjects such as Technical Writing, Public Speaking, Grammar and Composition, and Phonetics to students in various disciplines. Also managed the college newsletter and coached students in co-curricular activities.

### Trainer/Coordinator

Development Training & Comm Planning  
1992 – 1994

Under Special Services Agreement (Project-Based) managed a nationwide training of core trainers and health workers, with other project officers of non-government agencies. Tasks included review of materials, evaluation of trainers, and evaluation of participants feedback.

### Roosevelt College |1988–1991| English Teacher SPEECHPOWER | 1989 – 1993 | Consultant

Prepared lesson plans and assessments, and taught English (Grammar & Composition; Literature, etc.) to high school students; coached students in academic competitions; managed school newsletters, etc. On a part-time basis, conducted language classes for various levels, including adult enrollees, at Speechpower

### Quirino General HS | 1986-1988 | English Teacher

Employed as a regular faculty at Quirino General High School (Quirino Province-Ph), prepared lesson plans & assessments, and taught English (Grammar & Composition; Literature, etc.) to high school students; coached students in academic



## EDUCATION

- Professional Diploma of Human Resources (2008)  
Australian Human Resources Institute
- MA English & Linguistics  
Saint Louis University (Ph | 1998)
- AB English/Ed  
Saint Mary's College, (Ph | 1986)



## SKILLS

- Instructional Design & Development
- Workshop/Training Facilitation
- Strategic Planning
- Project Management
- OD Work
- Performance Coaching
- Strategic Conversations
- MS Office Skills



## CERTIFICATES &

- Master Trainer Certificate, 2012-  
American Society for Training &  
Development, Chicago USA)
- Certified Professional- (2009) CAHRI  
(Australian HR Institute)
- Registered Master Trainer, National  
Training Council of PNG, 2007
- Assessors Certificate #TTA38181203  
granted by the PNG National  
Apprenticeship & Trade Testing Board  
(NATTB), Papua New Guinea (2003)
- PNG Teacher Registration, August 2001.
- Professional Teachers' License -  
Philippines, 1988
- Member, TESOL (Teachers of English to  
Speakers of Other Languages), USA  
International
- Member, Association for Talent  
Development
- Member, Australian Human Resources  
Institute



## AWARDS

- Outstanding Teacher, 1988 (local)
- Best English Teacher, 1988 (Local)
- Top Sales Awards for a pre-need  
company for 4 consecutive years (part  
time 2000 to 2004)

LINK TO AD WORKS

PLEASE VISIT MY PERSONAL WEBSITE  
[www.aldomingo.com](http://www.aldomingo.com)

# MY WORKS

My approach to adult learning and organisational performance has been a significant contribution in the following projects for clients in various industries, among others:

- Conducted and prepared the Strategic Plan of an accredited distributor of Magnolia meat products in Cagayan Valley- Ph; including job descriptions, work process, HR policies & other business peripherals
- Prepared the business structure and policies, work processes, templates, etc for a transformer manufacturing company in Quezon City- PH (2019-2020)
- Prepared the business structure for a retail company (2022, Ph). Working from bottom-up, designing work processes, templates and ensuring the right people are employed and trained for the tasks..
- Facilitated the Strategic Planning for Lifelink Diagnostics (QC, Ph.); also did Sales Training and Marketing Plan for its major client 2019.
- Designed and facilitated a sales training for Iontech, QC Ph. December 2018, Mercury Hotel- Ortigas, PH.
- Managed the OD and training services of Deloitte-PNG under its HCC Division (2011 to 2019); provided training and managed development programs for Deloitte Employees and its various client organisations through public or in-house engagements; prepared and conducted at least 100 modules packaged into one-, two, or five-day development programmes. Made a remarkable revenue for some time as a serviceline of Deloitte-PNG
- Designed, developed and facilitated a customised Management Development Programme for the executives of the National Fisheries Authority- PNG on 17-21 August 2015 at the Crowne Plaza Hotel, Port Moresby.
- Designed and developed and facilitated the Graduate Development Programme of various courses for Steamships Trading Company (2012 to 2018)
- Developed and Facilitated various soft skills courses for the different divisions of Steamships- PNG.
- Designed, Developed and facilitated the training programme "*Communication Skills for the Debt Collector*" for InterOil in 2014.
- Designed, developed and facilitated sales and customer service courses for Theodist (2014 -2016).
- Designed, developed and facilitated soft skills courses for the Department of Defence 2014.
- Designed, developed and facilitated a five-day training programme for the company directors in Lihir in 2012 through the Lihir Business Services and Anitua.
- Facilitated a session on leadership and communication skills for internal auditors participated in by auditors within the finance sector as organized by the Department of Finance in two occasions in November 2013 and for another course in September 2014.
- Designed and facilitated a series of courses for the Department of Personnel Management-PNG in 2012, 2013 & 2015.
- Designed and facilitated writing courses (business writing and investigation report writing) for the employees of the Ombudsman Commission of PNG (2011).
- Designed, developed and facilitated a series of soft-skills development training courses for representatives of various business organisations in Lihir in 2012.
- Designed, developed and facilitated sales, communication and customer service courses and supervisory and management courses for major private business organisations (banking, retail, production and manufacturing, etc.), which had repeatedly and consistently availed of the same service for years.
- Designed, developed and facilitated a management training programme for a major retail company to continue as a three-year programme for its local managers.
- Facilitated strategic planning for an NGO and a government institution within the Morobe Province (2005).
- Established the Advocacy Training and Development Center within The Polytechnic Institute of PNG and had it accredited by the National Training Council (NTC). The center had since regularly provided training to its personnel and become the corporate arm of the institute in providing customised courses for corporate clients (2005 to 2010).
- AD was part of a 2-year nationwide (Philippines, 1991) project by the Department of Health in reviewing proposals of partner consultants, development of instructional materials for the programme, and including monitoring and evaluating trainers in the implementation of the training of 2000 core trainers and health workers.
- Co-facilitated a series of GOPP (Goal-Oriented Project Planning) workshops participated in by project officers and trainers of the health and population sectors (Ph) over a three-year period.