



المركز العالمي للتدريب والتطوير
International Centre For Training & Development



CC076

Construction Supervision and Management



ACTVET
Abu Dhabi Centre for
Technical and Vocational
Education and Training
مركز أبوظبي
للتعليم والتدريب
الтехни والمهني

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INSTITUTE
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PMI Project
Management
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International Association
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Course Introduction:

This five-day course will prepare the participants for supervisory and management positions in the construction industry. Training of personnel at all levels is vital to the continued success of any construction-related business, as workers advance in their careers and encounter new challenges in their particular management area, they may require new or additional skills in order to cope effectively with these challenges and excel at their work.

This course applies management, engineering, design, advanced techniques, inspection and supervision in the construction and business that are required to manage complex construction projects.

Course Objectives:

Upon successful completion of this course, the delegates will be able to:

- ✓ Organize work operations and activities and resources for work
- ✓ Monitor and supervise work operations and activities
- ✓ Implement health and safety in the workplace
- ✓ Maintain team and individual performance
- ✓ Establish working relationships
- ✓ Plan and implement project maintenance
- ✓ Face challenges in moving to supervision
- ✓ Build dependable working relationships
- ✓ Increase labor productivity and morale
- ✓ Avoid complaints and legal problems
- ✓ Communicate and lead effectively, balance managerial skills with technical skills as well as promote team performance
- ✓ Increase skill sets in site management and supervision
- ✓ Carryout a greater sense of professionalism
- ✓ Apply knowledge of advanced techniques of site management and supervision and ability to lead successful construction sites
- ✓ Increase recognition by the organization due to improved performance

Who Should Attend?

This course is intended for those who are working in leadership roles who desire to enhance their leadership competencies, supervisory, management and maximize effectiveness in current positions. This is an experientially-based dynamic process whereby delegates not only to know, but also learn to reflect on and to apply knowledge. This course is recommended for anyone involved with the construction stage of construction, maintenance and repair projects such as client representatives, supervisors, engineering project managers, team leaders, site officers and managers, construction engineers, technical professionals, operation supervisors, mechanical engineers, field production supervisor, project and operation engineers.

Course Outline:

Day 1:

INTRODUCTION TO CONSTRUCTION INDUSTRY

- Construction project stages
- Main contract types
- Methods of tendering
- Construction engineering
- Construction categories
- Construction project management

CONSTRUCTION SITE SET-UP (PREPARATION AND ORGANIZATION)

- Types of construction sites
- Planning for site preparation and organization
- Construction site security
- Site communications
- Material storage and handling
- Road sweeping operations
- Site lay-out
- Site temporary structures
- Site temporary power and lighting
- Fuel storage and refueling areas
- Common problems & preventive measures

Day 2:

CONSTRUCTION PROJECT PHASING

- Introduction
- Scope
- Program
- Phasing of the work
- Phased site lay-out plans
- Assess work methods, resources and systems to meet project requirements
- Manage materials, plant and equipment on site

OUTLINE CONSTRUCTION ENVIRONMENTAL MONITORING PLAN

- Roles and responsibilities
- Environmental monitoring checks
- Dust
- Surface water
- Noise

Day 3:

CONSTRUCTION AND DEMOLITION WASTE MANAGEMENT PLAN

- Waste management set-up
- Demolition approach
- Material wastes

OUTLINE CONSTRUCTION SITE TRAFFIC MANAGEMENT PLAN

- Construction traffic management plan objectives
- Construction site access and egress
- Car parking
- Operation of site entrances
- Communications
- Road networking

Day 4:

ADVANCED TECHNIQUES THROUGH MODELING COMPUTER INTEGRATED CONSTRUCTION SITE MANAGEMENT

- Input general data
- Input resource data
- Supply daily task to site engineers
- Reports from site engineers
- Update entire project information

CONSTRUCTION SITE MANAGEMENT SAFETY

- Organize work operations and activities
- Organize resources for the work
- Monitor and supervise work operations and activities
- Maintain team and individual performance
- Establish working relationships
- Health and safety including management of health
- Coverage of all regulation relating to the construction industry
- Accident prevention, investigation and reporting procedures
- Occupational health and hygiene – personal protection
- General hazard identification and safe working methods
- Identify hazards and reduce risks

Day 5:

DEVELOPING THE SUPERVISORY SKILLS IN THE CONSTRUCTION SITES

- Challenges in moving to supervision
- Build dependable working relationships
- Increase worker productivity
- Encourage labors initiative
- Avoid complaints and legal problems
- Increase communication and leadership skills
- The importance of balancing managerial skills with technical skills
- Promoting outstanding team performance
- How to mediate disputes between labors
- Planning
- Physical resource management
- Implementing
- Monitoring and control
- Managing teams and individuals

Case studies about the advanced techniques in the construction supervision and management

Case studies about the construction site management, inspection and supervision

Course Certificate:

International Center for Training & Development (ICTD) will award an internationally recognized certificate(s) for each delegate on completion of training.

Course Methodology:

A variety of methodologies will be used during the course that includes:

- (30%) Based on Case Studies
- (30%) Techniques
- (30%) Role Play
- (10%) Concepts
- Pre-test and Post-test
- Variety of Learning Methods
- Lectures
- Case Studies and Self Questionnaires
- Group Work
- Discussion
- Presentation

Course Fees:

To be advised as per the course location. This rate includes participant's manual, Hand-outs, buffet lunch, coffee/tea on arrival, morning & afternoon of each day.

Course Timings:

Daily Course Timings:

08:00 - 08:20	Morning Coffee / Tea
08:20 - 10:00	First Session
10:00 - 10:20	Coffee/Tea/Snacks
10:20 - 12:20	Second Session
12:20 - 13:30	Prayer Break & Lunch
13:30 - 15:00	Last Session