

Site Management Duties: Site Contractual Administration

Course Content :

- Nature and Scope of Construction Contracts
- Contractual Relationships
- Sub-contracts
- Risk & Insurance
- Site Communications
- Programme of Works
- Notices & Prescription
- Quality Management Systems
- Measurement & Valuation
- Completion & Hand-over
- Disruptions, Claims, & Disputes

Target Population: Contractual Management, namely Engineers, Technicians, Quantity Surveyors & similar Employees with the planning and / or control of Contract Works on Site or in the office - Procurement Managers and Senior Contract Administrator will also benefit.

Attendance Recommendations :-

1. This course complements the Contract Law course and should preferably be done before Contract Law.
2. A reasonable prior knowledge of the SAICE General Conditions of Contract is desirable

Entry Assumptions : NQF Level 5

Duration : 2 Days

Project Planning and Resource Management

Course Content :

The course will explore the various techniques for project planning and for allocation, balance and utilization of construction resources. Topics to be covered will include the following:

- Bar Charts
- Arrow Diagrams
- Sub Networks
- Milestone Charts
- Procedure Diagrams
- Resource Allocation and Balance

Functional skills will be developed in a number of manual techniques. Trainees must bring their own calculator.

Target Population : Engineers & Technicians with a minimum of 2 years post graduate or diploma experience in Site Management.

Entry Assumptions : NQF Level 5

Duration : 2 Days

Site Management Duties: Productivity Improvement

Course Content :

A course designed to study the techniques of method study & operations analysis in the construction industry. Topics to be covered will include the following:

- Statistics for work sampling
- Effective approach to work sampling
- Crew balance techniques
- Flow charts
- Activity ratings
- Time Lapse photography

Target Population : Engineers & Technicians with a minimum of 2 years post graduate or diploma experience in Site Management.

Entry Assumptions : NQF Level 5

Duration : 3 Days