

Jobsite Management Training On-Line Course (Instructor- Led)

The installation phase of a typical project presents the highest risk for Systems Integrators. In the current climate with restrictions due to PPE and COVID OSHA requirements, field work is even more critical for profitable projects.

Most integrators lose more than 10% margin points at the project completion due to labor cost overrun and/or missed change orders.

This course is designed to help Lead Installers and Field Managers to effectively manage the installation phase of projects, avoid scope creep and capture every opportunity for Change Orders.

This course also offers a foundation to prepare individuals for a career in project management.

Learning Objectives

- Overview of Frontline Project Management principles and best practices
- Review of the basic project financials terms
- Provide a guide on how to effectively manage the field team, subcontractors and other trades
- Provide tools and processes on how to manage the project scope creep and field changes
- Establish guidelines and etiquettes on what to do and say on the jobsite

Audience: Project Leads, Installers, Technicians and the Project Field Team.

Duration: Two Hours of Self-Study Prerequisite Work and Five Hours of Instructor-Led On-Line Sessions.

Schedule:

Session JPM301: March 18, 2021

Session JPM302: June 10, 2021

Session JPM303: October 14, 2021

Session JPM404: December 9, 2021

Format: Self-Study and Instructor-Led On-Line

A) Self-Study Prerequisite (2 hours):

Study the “Project Management Fundamentals” Booklet and Test

B) On-Line Interactive Session (5 hours):

Module 1: Project Team Responsibilities

Module 2: Frontline Systems Project Management Overview

Module 3: Managing the Project Field Work

Installation Team Supervision

Ensure Site Readiness

Working with other trades

Managing Scope Creep

Installers On-Site Behavior Etiquettes

Module 4: Job Safety and OSHA Guidelines

Module 5: Projects Financials Review

Burden Rates Calculation

Margin and Markups

Project Cost Slippage

Labor Utilization Rates and Efficiencies

Module 6: Field Manual Review

Field Binder Best Practices, Checklists and Forms

Project Team Job Descriptions

Typical Project Schedule

Fee: \$155/Person

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