

# Project Management for Construction

5 Day Comprehensive



# Upskill your team & lift your project margins



## Train with Ram Education, the leaders in construction project management since 2002

Ram Education brings a practical, no-nonsense approach. Our trainers have experience in the real-world of construction projects and are qualified Engineers.

## About your trainer, Robin Millner

Robin learnt project management the hard way. Starting out "in the trenches" as a Project Engineer and then Project Manager on some of the largest and toughest projects around.

His hands-on experience, in everything from modest projects to major initiatives worth hundreds of millions of dollars, underpins his practical, no-nonsense approach.

Having worked on both the contractor and client side of the fence, Robin is well placed to provide you with unique perspectives from both points of view.

In addition to sharing tricks and tips from 25 years of experience, he will help you with those difficult conversations, so you can maintain a positive and respectful relationship with all parties.

## The Ram Education Difference



Our expert trainers have real-world construction experience



Faster learning with engaging, industry-relevant content



Get practical solutions to your construction project problems

As an educator, Robin has personally trained over 2,000 project management professionals across a wide range of organisations within the construction industry. He holds an Engineering degree from the University of New South Wales and a current Certificate IV in Training and Assessment TAE40110.



# Project Management for Construction

5 Day Comprehensive



## Enrol in Ram Education's Project Management for Construction: 5 Day Comprehensive course and take the next step up in your career

An interactive 5-day training course which will demonstrate to everyone that you're at the top of your game.

- Fill any gaps in your professional knowledge
- Ensure you're applying best practice methods to your real-world projects
- Maximise your project margins with way less stress

And much, much more...

## Perfectly suited to people in the following roles:

- Project Managers
- Project Engineers
- Construction Managers
- Senior Supervisors
- Superintendents
- Quantity Surveyors
- Senior Schedulers
- Senior Cost Accountants
- Architects
- Anyone *managing* construction projects

## Receive industry recognised training

All topics map to the management processes outlined in the Global Standard *PMBOK® Guide* (Sixth Edition)

Contact hours/PDUs: 38



# What will I learn?

Through interactive discussions, construction case studies and a diagram-rich workbook, our experienced trainers with help you learn:

## How to set your projects up for success

- Measuring project success
- Defining projects in the context of risk
- Defining the role of the project manager
- Applying the PMBOK® framework
- Juggling constraints and trade-offs
- Optimising productivity

## How to initiate construction projects

- Formalising a project charter
- Developing a hand-over checklist
- Engaging the right people from the start
- Clarifying the contract scope
- Identifying key commercial risks
- Prioritising long lead-time items

## How to manage scope

- Developing a scope management plan
- Collecting requirements and traceability
- Defining the scope
- Creating the WBS and baselining the scope
- Managing variations
- Gaining acceptance and completion

## How to manage the schedule

- Developing a schedule management plan
- Defining and sequencing activities
- Estimating durations and PERT
- Determining the critical path and float
- Building and baselining the schedule
- Managing EOTs and utilising float

## Get tips and tricks on:

- Reconciling contractual obligations to “reality”
- Managing scope creep
- Being more assertive
- Motivating your teams
- Communicating bad news
- Getting projects back-on-track



## How construction project life cycles work

- Developing a project lifecycle
- Initiating processes
- Planning processes
- Executing processes
- Monitoring and controlling processes
- Closing processes

## How to engage stakeholders

- Developing a stakeholder management plan
- Identifying stakeholders and their needs
- Analysing stakeholders
- Developing a project organisation structure
- Developing engagement strategies
- Maintaining stakeholder engagement

## How to manage costs

- Developing a cost management plan
- Estimating costs accurately
- Baselining the cost using s-curves
- Recognising revenue and margin
- Using earned value to control costs
- Tracking WIP and forecasting costs



“You have both construction experience and facilitation skills, a combination hard to find.”

**Michael Hawke, Senior Electrical Project Manager at WSP**



**Ask us to tailor this course for your organisation**

### How to manage risk

- Developing a risk management plan
- Identifying and prioritising risks
- Quantifying risks
- Developing a contingency budget
- Determining and implementing risk controls
- Monitoring risks continually

### How to ensure good governance

- Understanding management plans
- Setting up a project board structure
- Integrating the management processes
- Managing change control
- Managing project knowledge
- Capturing and sharing lessons learnt

### How to manage quality

- Developing a quality management plan
- Defining standards and specifications
- Managing NCRs and quality assurance
- Getting things right the first time
- Managing ITPs and quality control
- Driving continuous improvement

### How to lead and manage human resources

- Developing a HR management plan
- Allocating roles and responsibilities
- Managing team competencies
- Building and maintaining team performance
- Providing praise and criticism
- Coaching and mentoring your team

### How to manage procurement

- Developing a procurement management plan
- Identifying contractors and suppliers
- Managing the tendering process
- Selecting sellers and negotiating the contract
- Expediting and materials management
- Administrating the contract

### How to control construction projects

- Developing a start-up checklist
- Tracking productivity metrics
- Driving the management processes
- Utilising daily, weekly, and monthly check lists
- Being proactive rather than reactive
- Reporting progress and forecasting

### How to manage communications

- Developing a communications management plan
- Choosing appropriate forms of communication
- Managing meetings and documents
- Using active listening techniques
- Developing assertiveness skills
- Having difficult conversations

### How to close-out construction projects

- Developing a close-out checklist
- Preventing cost leakage during the DLP
- Maintaining momentum during close-out
- Closing out the final report and lessons learned
- Processing the final payment claim
- Celebrating success!



“You’ve helped us manage our projects even better, and retain our tendered margins.”

**Bec Hammet, General Manager at SH Build**



**Stuck in a technical role? This course is the ideal stepping stone to a senior management position**