COURSE OVERVIEW PM0168
Construction Management

Course Title
Construction Management

Course Reference
PM0168

Course Duration/Credits
Five days/3.0 CEUs/30 PDHs

Course Date/Venue

Session(s)	Date	Venue
1	May 04-08, 2025	Tamra Meeting Room, Al Bandar Rotana Creek, Dubai UAE
2	August 10-14, 2025	Al Saffaniyah, Sheraton Dammam Hotel & Convention Centre, Dammam, KSA
3	November 02-06, 2025	Crowne Meeting Room, Crowne Plaza Al Khobar, KSA

Course Description

This practical and highly-interactive course includes various practical sessions and exercises. Theory learnt will be applied using our state-of-the-art simulators.

This course is designed to provide participants with a detailed and up-to-date overview of Construction Management. It covers the importance and objectives of construction management in petrochemical projects; the functions and responsibilities of a supervisor in managing the site and team; the construction processes and terminology relevant to non-engineering professionals; the key project phases covering planning, execution, monitoring and closing; and the effective communication techniques and tools for coordinating with teams and stakeholders.

Further, the course will also discuss the importance of collaboration on construction sites, handling different team roles and responsibilities; the key skills of construction supervisor covering communication, problem-solving, leadership and time management; the basic technical knowledge required for overseeing construction activities including understanding of drawings and site layouts; the quality work on site, inspecting work, and addressing defects; reviewing industry standards, building codes, and regulations to ensure compliance; and the common on-site problems and strategies to address them.

During this interactive course, participants will learn the site audits, inspections and handling non-conformance reports; the types of risks in construction, safety regulations, PPE (personal protective equipment) and emergency procedures; ordering, storing and using materials efficiently on-site; the environmental and safety regulations, reporting incidents, investigating the causes and implementing corrective actions; selecting, evaluating and managing contractors and subcontractors; delegating tasks and tracking work progress; maintaining project documentation and reporting to stakeholders; handling disputes, solving conflicts on-site and keeping the project on track; the lean construction techniques and waste reduction; and managing project costs and ensuring optimal use of resources.

Course Objectives

Upon the successful completion of this course, each participant will be able to:-

- Apply and gain an in-depth knowledge on construction management
- Discuss the importance and objectives of construction management in petrochemical projects
- Explain the functions and responsibilities of a supervisor in managing the site and team
- Recognize the construction processes and terminology relevant to non-engineering professionals
- Explain the key project phases covering planning, execution, monitoring and closing
- Apply the effective communication techniques and tools for coordinating with teams and stakeholders
- Discuss the importance of collaboration on construction sites, handling different team roles and responsibilities
- Identify the key skills of construction supervisor covering communication, problem-solving, leadership, and time management
- Recognize the basic technical knowledge required for overseeing construction activities, including understanding of drawings and site layouts
- Ensure quality work on site, inspect work, and address defects as well as review industry standards, building codes, and regulations to ensure compliance
- Identify the common on-site problems and strategies to address them
- Conduct site audits and inspections and handle non-conformance reports
- Discuss the importance of safety, identify hazards and implement safety protocols in petrochemical construction
- Identify the types of risks in construction covering safety, financial, scheduling and methods to mitigate them
- Implement safety regulations, PPE (personal protective equipment) and emergency procedures
- Order, store and use materials efficiently on-site, with a focus on minimizing wastage

- Ensure compliance with environmental and safety regulations in construction and report incidents, investigate the causes and implement corrective actions
- Select, evaluate and manage contractors and subcontractors as well as delegate tasks to contractors and ensure that work meets standards
- Track work progress, identify delays and ensure the project stays on schedule
- Maintain project documentation and report to stakeholders as well as evaluate contractors' safety performance and quality of work
- Handle disputes, solve conflicts on-site and keep the project on track
- Review project designs for feasibility, safety and efficiency
- Explain how lean construction techniques can improve project efficiency and reduce waste
- Discuss the basic understanding of how digital tools can assist in construction management
- Manage project costs and ensure optimal use of resources

Exclusive Smart Training Kit - H-STK®

*Participants of this course will receive the exclusive "Haward Smart Training Kit" (**H-STK®**). The **H-STK®** consists of a comprehensive set of technical content which includes **electronic version** of the course materials conveniently saved in a **Tablet PC**.*

Who Should Attend

This course provides an overview of all significant aspects and considerations of construction management for construction managers, project managers, civil engineers, structural engineers, electrical engineers, mechanical engineers, architects, construction site supervisors and foremen, contractors and subcontractors, quantity surveyors, construction inspectors and quality control personnel and other technical staff.

Training Methodology

All our Courses are including **Hands-on Practical Sessions** using equipment, State-of-the-Art Simulators, Drawings, Case Studies, Videos and Exercises. The courses include the following training methodologies as a percentage of the total tuition hours:-

30% Lectures
20% Practical Workshops & Work Presentations
30% Hands-on Practical Exercises & Case Studies
20% Simulators (Hardware & Software) & Videos

In an unlikely event, the course instructor may modify the above training methodology before or during the course for technical reasons.

Course Fee

US$ 5,500 per Delegate + **VAT**. This rate includes H-STK® (Haward Smart Training Kit), buffet lunch, coffee/tea on arrival, morning & afternoon of each day.

Course Certificate(s)

Internationally recognized certificates will be issued to all participants of the course who completed a minimum of 80% of the total tuition hours.

Certificate Accreditations

Certificates are accredited by the following international accreditation organizations: -

- The International Accreditors for Continuing Education and Training (IACET - USA)

  Haward Technology is an Authorized Training Provider by the International Accreditors for Continuing Education and Training (IACET), 2201 Cooperative Way, Suite 600, Herndon, VA 20171, USA. In obtaining this authority, Haward Technology has demonstrated that it complies with the **ANSI/IACET 2018-1 Standard** which is widely recognized as the standard of good practice internationally. As a result of our Authorized Provider membership status, Haward Technology is authorized to offer IACET CEUs for its programs that qualify under the **ANSI/IACET 2018-1 Standard**.

  Haward Technology's courses meet the professional certification and continuing education requirements for participants seeking **Continuing Education Units** (CEUs) in accordance with the rules & regulations of the International Accreditors for Continuing Education & Training (IACET). IACET is an international authority that evaluates programs according to strict, research-based criteria and guidelines. The CEU is an internationally accepted uniform unit of measurement in qualified courses of continuing education.

  Haward Technology Middle East will award **3.0 CEUs** (Continuing Education Units) or **30 PDHs** (Professional Development Hours) for participants who completed the total tuition hours of this program. One CEU is equivalent to ten Professional Development Hours (PDHs) or ten contact hours of the participation in and completion of Haward Technology programs. A permanent record of a participant's involvement and awarding of CEU will be maintained by Haward Technology. Haward Technology will provide a copy of the participant's CEU and PDH Transcript of Records upon request.

- British Accreditation Council (BAC)

  Haward Technology is accredited by the **British Accreditation Council** for **Independent Further and Higher Education** as an **International Centre**. BAC is the British accrediting body responsible for setting standards within independent further and higher education sector in the UK and overseas. As a BAC-accredited international centre, Haward Technology meets all of the international higher education criteria and standards set by BAC.

Accommodation

Accommodation is not included in the course fees. However, any accommodation required can be arranged at the time of booking.

Course Instructor(s)

This course will be conducted by the following instructor(s). However, we have the right to change the course instructor(s) prior to the course date and inform participants accordingly:

Dr. Joe Nel, PEng, PhD, MSc, MBA, BSc, PMI-PMP, is **Senior Project Management Consultant** with over **20 years** of experience within the **Oil**, **Gas** and **Petrochemical** industries. His expertise includes **Project** Management, **Project Risk Management**, **Risk Identification Tools** & **Techniques**, **Project** Life Cycle, **Project Stakeholder** & Governance, **Project Management** Processes, **Project Governance** & **Stage** Management, **Project** Management Methodology, **Project Integration** Management, **Project** Management Plan, **Project Work** Monitoring & Control, **Project Scope** Management, **Project Time** Management, **Project Cost** Management, **Project Quality** Management, **Value Engineering**, **Quality** Assurance, **Project Human Resource** Management, **Project Communications** Management, **Contract** Management, **Logistics & Supply Chain** Management, **Materials** Management, **Asset** Management, **Procurement & Purchasing** Management, **Quality Management System** (**QMS**), **Business** Management, **Time** Management, **Performance** Management, **Construction** Management, **Negotiation & Presentation Skills**, **Supervisory & Management Skills**, **Purchasing**, **Warehousing**, **Coaching & Mentoring** and **Strategic Decision Making**. Further, his experience includes resource management, systems development, financial analysis & forecast, risk identification & analysis and material appraisal. He is currently the **Senior Consultant** wherein he is responsible of the project management systems and processes.

During Dr. Nel's career life, he has shared his knowledge and practical expertise through numerous trainings worldwide and as a **Professor**, **Lecturer & Facilitator** of various **universities**. He has shown his expertise in challenging positions such as the **Project Manager**, **Senior Consultant**, **Senior Trainer**, **Office Manager**, **General Production Manager**, **Junior Design Engineer** and **Site Engineer**.

Dr. Nel is a **Registered Professional Engineer** by **ECSA**, has **PhD** in **Industrial Engineering**, **Master's** degrees in **Civil Engineering** and **Business Administration** (**MBA**) and a **Bachelor's** degree in **Civil Engineering** from the **University of Stellenbosch**. Further, he is an active **member** of the South African Institute of Civil Engineers (**SAICE**), the Institute of Municipal Engineers South Africa (**IMESA**) and the Project Management South Africa (**PMSA**). Moreover, he is a **Certified Internal Verifier/Assessor/Trainer** by the **Institute of Leadership & Management** (**ILM**) a **Certified Instructor/Lecturer**, **Project Management Professional** and has certifications in **PRINCE2 Foundations** and **Construction Management** Program. He has delivered numerous trainings, workshops, seminars, courses and conferences internationally.

Course Program

The following program is planned for this course. However, the course instructor(s) may modify this program before or during the workshop for technical reasons with no prior notice to participants. Nevertheless, the course objectives will always be met:

Day 1

0730 – 0800	*Registration & Coffee*
0800 – 0815	*Welcome & Introduction*
0815 – 0830	***PRE-TEST***
0830 – 0930	***What is Construction Management?*** *Definition, Importance, & Objectives of Construction Management in Petrochemical Projects*
0930 – 0945	*Break*
0945 – 1040	***The Role of the Construction Supervisor*** *Understanding the Functions & Responsibilities of a Supervisor in Managing the Site & Team*
1040 – 1135	***General Construction Knowledge*** *Overview of Construction Processes & Terminology Relevant to Non-Engineering Professionals*
1135 - 1230	***Introduction to Project Phases*** *Explanation of Key Project Phases: Planning, Execution, Monitoring, & Closing*
1230 – 1245	*Break*
1245 – 1330	***Communication & Coordination in Construction*** *Effective Communication Techniques & Tools for Coordinating with Teams & Stakeholders*
1330 – 1420	***Teamwork in Construction*** *Importance of Collaboration on Construction Sites, Handling Different Team Roles & Responsibilities*
1420 – 1430	***Recap***
1430	*Lunch & End of Day One*

Day 2

0730 – 0830	***What are the Skills & Competencies of a Construction Supervisor?*** *Key Skills: Communication, Problem-Solving, Leadership, & Time Management*
0830 - 0930	***Technical Understanding for Non-Engineers*** *Basic Technical Knowledge Required for Overseeing Construction Activities, Including Understanding of Drawings & Site Layouts*
0930 – 0945	*Break*
0945 – 1100	***Construction Quality Management*** *Techniques for Ensuring Quality Work on Site, Inspecting Work, & Addressing Defects*
1100 – 1230	***Understanding Construction Standards & Codes*** *An Overview of Industry Standards, Building Codes, & Regulations to Ensure Compliance*
1230 – 1245	*Break*
1245 – 1330	***Handling Daily Challenges*** *Common On-Site Problems & Strategies to Address Them*
1330 – 1420	***Basics of Construction Audits & Inspections*** *Basic Principles of Conducting Site Audits, Inspections, & Handling Non-Conformance Reports*
1420 – 1430	***Recap***
1430	*Lunch & End of Day Two*

Day 3

0730 – 0830	***Safety in Construction*** *Importance of Safety, Identifying Hazards, & Implementing Safety Protocols in Petrochemical Construction*
0830 - 0930	***Understanding Construction Risks*** *Types of Risks in Construction (Safety, Financial, Scheduling) & Methods to Mitigate Them*
0930 – 0945	*Break*
0945 – 1100	***Site Safety Procedures*** *Introduction to Safety Regulations, PPE (Personal Protective Equipment), & Emergency Procedures*
1100 – 1230	***Construction Material Management*** *Techniques for Ordering, Storing, & Using Materials Efficiently On-Site, with a Focus on Minimizing Wastage*
1230 – 1245	*Break*
1245 – 1330	***Environmental & Safety Compliance*** *How to Ensure Compliance with Environmental & Safety Regulations in Construction*
1330 – 1420	***Incident Reporting & Risk Management*** *How to Report Incidents, Investigate the Causes, & Implement Corrective Actions*
1420 – 1430	***Recap***
1430	*Lunch & End of Day Three*

Day 4

0730 – 0830	***Contractors Management*** *Selection, Evaluation, & Management of Contractors & Subcontractors*
0830 - 0930	***Effective Delegation & Supervision*** *Best Practices for Delegating Tasks to Contractors & Ensuring that Work Meets Standards*
0930 – 0945	*Break*
0945 – 1100	***Construction Progress Monitoring & Tracking*** *Methods for Tracking Work Progress, Identifying Delays, & Ensuring the Project Stays on Schedule*
1100 – 1230	***Documentation & Reporting in Construction*** *Basic Principles of Maintaining Project Documentation & Reporting to Stakeholders*
1230 – 1245	*Break*
1245 – 1330	***Contractor Safety & Performance Evaluation*** *How to Evaluate Contractors' Safety Performance & Quality of Work*
1330 – 1420	***Problem Solving & Conflict Resolution*** *Handling Disputes, Solving Conflicts On-Site, & Keeping the Project on Track*
1420 – 1430	***Recap***
1430	*Lunch & End of Day Four*

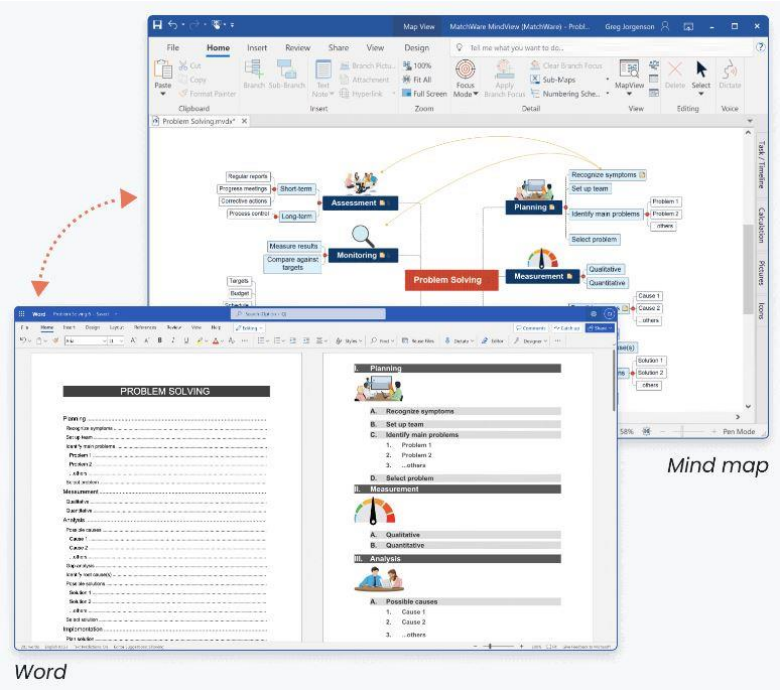
Day 5:

0730 – 0830	***Constructability Review*** *The Importance of Reviewing Project Designs for Feasibility, Safety, & Efficiency*
0830 - 0930	***Lean Construction Practices*** *How Lean Construction Techniques Can Improve Project Efficiency & Reduce Waste*

0930 – 0945	*Break*
0945 – 1040	***Technology in Construction Management*** *Basic Understanding of How Digital Tools (BIM, Project Management Software) can Assist in Construction Management*
1040 – 1135	***Cost Control & Resource Allocation*** *Techniques for Managing Project Costs & Ensuring Optimal Use of Resources*
1135 - 1230	***Final Project Closeout & Handover*** *Steps for Closing Out a Project, Handing Over to the Client, & Ensuring All Documentation is Complete*
1230 – 1245	*Break*
1245 – 1345	***Lessons Learned & Continuous Improvement*** *Conducting Post-Project Evaluations to Capture Lessons Learned & Improve Future Projects*
1345 – 1400	***Course Conclusion***
1400 – 1415	***POST-TEST***
1415 – 1430	*Presentation of Course Certificates*
1430	*End of Course*

Simulator (Hands-on Practical Sessions)

Practical sessions will be organized during the course for delegates to practice the theory learnt. Delegates will be provided with an opportunity to carryout various exercises using “MS Project” and “Risky Project Software”.



Mindview Software

Course Coordinator

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