

HCRA

## Project Management and Supervision

**2 Days or 4 Half-Days**

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### HCRA Approved Course | HCRA Exam Included

Day-to-day project management and supervision at a job site are amongst the most important elements contributing to the success or failure of a project. In this course, using the construction process, you will learn about the critical elements of project planning as well as the role and responsibilities of a site supervisor.

### LEARNING OBJECTIVES

**At the end of this course, you will be able to:**

- Describe the major elements in planning and managing a construction project
- Describe the on-site role of a project supervisor in implementing and managing the project plan
- Understand regulatory and legal responsibilities of a site supervisor

### WHO SHOULD ATTEND

- Those wanting to learn about the construction process
- Those interested pursuing a career path in construction management
- Builders or vendors applying for a license as a first-time applicant who needs to meet competency requirements put in place under section 38 of the New Home Construction Licensing Act, 2017 (NHCLA)

## COURSE OUTLINE

### Course Introduction

- Importance of project management and supervision
- Construction process vs. PMBOK

### Project Planning

- Human resources and staffing
- Development regulations
- Construction contracts
- Tendering process
- Scheduling
- Pre-construction meetings

### Project Supervision

- Material and labour acquisition
- Pre-construction activities
- Managing people
- Contract compliance
- Inspections
- Quality control
- Reporting
- Cost control
- Change/work orders

### Project site and work safety

- Worksite safety
- OH&S legislation
- WHMIS

## EXAM INFORMATION

This HCRA Competency course helps prepare you for the HCRA Competency Exam, which is included in this course. The exam is optional, however, if you are applying for your HCRA License, successful completion of the exam is required for your application. Upon completion of the course, you will receive an email with instructions on how to complete your online exam. The exam is available 24/7, an appointment is not required and you will have access to complete your exam for 60 days. Pass mark is 70%.

*Algonquin College Corporate Training specializes in industry-focused training solutions that equip employees with the knowledge, skills and expertise needed to succeed in their day-to-day work, to advance in their careers and to build organizational capacity.*

## HOW TO REGISTER

- CALL** 1.833.282.6852
- EMAIL** [training@algonquincollege.com](mailto:training@algonquincollege.com)
- ONLINE** [algonquincollege.com/corporate](http://algonquincollege.com/corporate)