



Supervisors Workshop

Course overview

The purpose of the training is to provide some guidance for supervisors, works staff and young engineers in preparing, organising, managing, undertaking and completing works. It covers methodology in all aspects of the work, with reference to legislation and regulations applicable to the task. The program also includes group workshops for practical application.

Designed for

Field staff in city, urban and country environments

Handbook - Learning and Development for Supervisors

IPWEAQ has produced a handbook for use by works supervisors and works staff, within local government, public works, construction and contracting industries in city, urban and country environments. It will also be of value to young engineers as they gain experience in the field. The handbook allows members of the workforce to learn what 'works staff' do and open up opportunities for workers seeking advancement in their careers. Encompassing such a broad range of activities, the handbook is written at a 'not-too technical' level. Assistance of more qualified personnel should be sought as required.

The handbook will be the practical reference book used during the training, and a copy must either be purchased or brought to the training program.

*A Supervisors Handbook is essential for each delegate attending this workshop

Your presenters



Kevin Kerr AM

Since 1969 Kevin has been at the forefront of developing communities in isolated areas of the central west of Queensland. His involvement has been primarily in an engineering role however he has personally contributed to their development. Kevin has a wealth of knowledge of the full range of activities required to undertake works for the public works industry.



Tony McDonald

Tony McDonald is employed as a Senior Project Manager for Highland Infrastructure Group currently working with Local Government in the delivery of the flood restoration programme. He has over 43 years' experience in Local Government working for Wambo, Esk, Stanthorpe and Cambooya Shire Councils and Toowoomba Regional Council, specialising in planning, design, construction, maintenance and supervision of Local Government infrastructure and plant management.

Tony was the 2009 recipient of the IPWEAQ Senior Technical Officer of the Year Award.

Program structure

Day 1

8.00am - 8.20 am	Introduction
8.20 am - 9.30 am	Role of the supervisor Planning and Organising Costing, scoping the job: traffic, services, environmental, cultural heritage, equipment and tools, materials, project management
9.30 am - 10.00 am	Workplace Health and Safety Confined Spaces
10.00 am - 10.20 am	Morning Tea
10.20 am - 11.00 am	Measurements of Areas and Volumes and Pavement Construction Calculations
11.00 am - 11.50 am	Transfer of Details from Plans to Works on the Ground
11.50 am - 12.15 pm	What is Soil?
12.15 pm - 1.00 pm	Lunch
1.00 pm - 2.00 pm	Drainage
2.00 pm - 3.00 pm	Water
3.00 pm - 3.20 pm	Afternoon Tea
3.20 pm - 5.00 pm	Concrete, Kerb and Channel and Footpaths
5.00 pm - 5.30 pm	Summary and Discussion

Day 2

7.45 am - 8.00 am	Recap of Day One Questions
8.00 am - 9.40 am	Bridges and Structures
9.40 am - 10.00 am	Morning Tea
10.00 am - 12.00pm	Road Construction, Maintenance and Cleanup
12.00pm - 12.30pm	Lunch
12.30 pm - 2.30 pm	Surface Courses and Resurfacing
2.30 pm - 3.15 pm	Summary and Discussion

CPD points for CPEng & RPEQ = 12 hours



Educates > Represents >
Connects > Leads >

Registration

Please complete the registration and fax to IPWEAQ on 07 3632 6899 or Email info@ipweaq.asn.au
Not a member? Take advantage of the best possible rates and receive regular updates - join IPWEAQ now!
Confirmation of registration and further details will be advised prior to the Program.

Please tick if you do not wish to receive information from IPWEAQ

Name: Position/Title:..... Member
Yes/No

Council/Organisation:

Mailing Address:

Phone No: Fax No: Email:

Location and Dates of Program:

All prices include GST

Payment for:	IPWEAQ Member	Non Member	Total Amount (inc GST)
Registration	\$750.00	\$850.00	\$
Discount Registration*	\$710.00	\$750.00	\$
Supervisors Handbook**	\$33.00		\$

* Note: Discount applies where three or more persons attend from one Council / Organisation.

**A Supervisors Handbook is essential for each delegate attending this workshop. Purchase cost has been reduced to a special rate for delegates attending of \$33.00 inc GST per book.

Payment Details: Cheque Direct Debit Account No:

Credit Card A fee of 1.5% will be added to your payment for Mastercard or Visa

Mastercard Visa Purchase Order No:

Card number:

Expiry: ____ / ____

Name on Card:

Signature of Card Holder:

Email address for Credit Card receipt:

Cancellation Policy

Cancellations received less than one week prior to a training program will incur a \$200.00 inc GST administration charge. Substitutions may be made, however, advice of substitutions must be received three days prior to each program. Non attendance on the day will incur full fees.

Direct Debit into IPWEAQ Bank Account:

BSB 084 123 Account 205038440

Please note Supervisors Workshop and your surname as the reference.

Enquiries

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