



Securing Jobs For Your Future - Skills for Victoria

Customised Training Pty Ltd has received approval to provide training to individuals and employers eligible for the Securing Jobs for the Future funding.

Do you want to:

- Gain the necessary skills required to manage a building or construction project?
- Update your knowledge within the general construction industry whilst gaining a nationally accredited qualification?
- Improve your chances of attracting a job or promotion?

Are you:

- Currently working in the Building and Construction Industry?
- Responsible for managing and co-ordinating the construction of building projects?
- Wanting to move towards a management role?

All training conducted through the Securing Jobs for your Future program is delivered with funding made available by the Government of Victoria.

For further information on this initiative and other funding options, please visit www.skills.vic.gov.au or contact our Government Funding Officer.

Course Overview

The Diploma of Building and Construction (Management) is a highly sought after qualification and aims to provide participants with the skills and understanding in all aspects of managing a building and construction firm. Ideally participants will be currently employed in a Supervisory/Management position and wish to gain a formal qualification.

By the end of the course, participants will be able to:

- Manage budgets and financial plans
- Manage operational plans
- Ensure team effectiveness
- Manage quality customer care
- Management strategies

- Manage work priorities
- Implement industrial relations procedures
- Ensure a safe workplace
- Facilitate continuous improvement

Course Cost:

A student fee of \$750 in 2010 (payable upon enrolment) and \$1,250 in 2011 is applicable for participation in this course. Eligibility criteria applies.

Course Delivery:

Dates:
9th Oct 2010 - 2nd Jul 2011
Saturdays (monthly)
9.30am to 4.00pm

Please see over page for course timetable.

To ensure participants are provided with an optimal learning experience, classroom sizes are kept to a maximum of 15 students per class.

Participants will be required to complete written assessments and upon successful completion will be awarded a nationally recognised qualification, Diploma of Building and Construction (Management) CPC50308.

Who Should Enrol:

- Australian citizens or permanent residents
- Supervisors/Managers in a medium size construction business
- Existing workers in the Building and Construction Industry
- Those with relevant experience but no formal qualification
- Those who want to enhance their existing qualifications.

A fee for service (self-funded) price may be arranged for those not eligible for government funding. This fee is payable upon enrolment prior to commencement of training. Please contact us for a fee for service quote and payment plan options.

Location:

CTCS Training Room
Level 1, The Business Block
11B Gell Street
Bacchus Marsh

Customised Training Pty Ltd actively encourages people of all abilities to enrol in their courses. Please contact our office on 1300 275 282 to discuss your individual requirements.

Customised Training reserves the right to change course dates or cancel the course due to insufficient enrolments. Should this occur, enrolment fees will be reimbursed.



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What To Do Next:

If you have additional questions or would like to enrol in this course please contact our head office on 1300 275 282 or via email at info@ctcs.com.au

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NATIONALLY RECOGNISED TRAINING

Diploma of Building & Construction (Management)

CPC50308

To successfully gain the Diploma of Building & Construction (Management), participants will need to complete 12 units consisting of 5 compulsory units and 7 elective units as outlined in this brochure.

Class Times	Saturdays 9.30am to 4.00pm (monthly)
Venue	CTCS - Bacchus Marsh Training Room

Date	Code	Unit Title
9.10.10	CPCBC5010A	Manage construction work
6.11.10	BSBMGT515A	Manage operational plan
4.12.10	CPCBC5005A	Select and manage building and construction contractors
	BSBPMG508A	Manage Project Risk
5.02.11	BSBCUS501A	Manage quality customer service
5.03.11	BSBFIM501A	Manage budgets and financial plans
2.04.11	BSBOHS504B	Apply principles of OHS risk management
7.05.11	CPCBC5007A	Administer the Legal Obligations of a Building or Construction Contract
	CPCBC5011A	Manage environmental management practices and processes in building or construction
4.06.11	BSBHRM402A	Recruit, select and induct staff
	BSBWOR502A	Ensure team effectiveness
2.07.11	BSBWOR501A	Manage personal work priorities and professional development

Please note: This course schedule is subject to change