MAWA EVENTS

Address: No. 857, Block A2. Leisure Commerce Square - No 9., 46150 Petaling Jaya, Selangor, Malaysia

Phone: +601116373203 | **Email:** info@mawaevents.net

CONSTRUCTION SITE MANAGEMENT AND SUCCESSFUL MANAGEMENT SKILLS

ادارة مواقع المشاريع الانشائية وإنجاز المسئوليات الادارية

“From Site Coordination to Leadership Excellence”

Schedule

Venue (InHouse)	Fees
At Your Organization Premises	Ask For The Quotation

► **Available delivery methods:** In-House Training

Introduction

This intensive course equips construction professionals with the skills to manage construction sites efficiently while handling complex administrative and leadership responsibilities. It blends practical project site supervision with essential management techniques needed for delivering projects safely, on time, and within budget.

Objectives

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

- Effectively manage construction sites and project logistics
- Monitor performance, enforce safety, and ensure quality control
- Lead construction teams and resolve on-site conflicts
- Understand administrative and financial responsibilities

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Why Attend

- Learn proven site management strategies used in successful projects
- Enhance your ability to lead teams and deliver project objectives
- Gain clarity on administrative reporting, cost tracking, and site documentation

Target Audience

- Site Engineers and Construction Supervisors
- Project Managers and Construction Foremen
- Civil Engineers and Contractors
- Government & Client Representatives

Individual Benefits

- Strengthen field management and team coordination skills
- Improve administrative control and project documentation
- Boost career prospects in project and site management

Organizational Benefits

- Higher productivity and fewer delays at construction sites
- Better coordination between technical and administrative departments
- Stronger compliance with safety, quality, and cost standards

Instructional Methodology

- Interactive lectures with visual presentations
- Group workshops and role-playing scenarios
- Case studies from successful regional and global projects
- Checklists, forms, and field-based tools for immediate use

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Course Outline

DETAILED 5-DAY COURSE OUTLINE (Customizable) Training Hours: 07:30 AM – 03:30 PM Daily Format: 3–4 Modules | Coffee breaks: 09:30 & 11:15 | Lunch Buffet: 01:00 – 02:00

Day 1 – Fundamentals of Construction Site Management

- Key responsibilities of a site manager
- Organizational structure and communication channels
- Introduction to site planning and setup

Day 2 – Safety, Quality, and Site Control

- Implementing safety standards and site inspections
- Managing quality assurance and compliance
- Risk management and emergency response

Day 3 – Construction Team and Time Management

- Leadership on construction sites
- Task delegation and labor supervision
- Scheduling and progress monitoring

Day 4 – Administrative Duties and Reporting

- Site documentation and daily reporting
- Budget and cost control at site level
- Coordination with stakeholders and client updates

Day 5 – Conflict Resolution and Practical Application

- Managing disputes and team conflicts
- Case studies of site management success/failure
- Site management simulation exercise

Certification

Participants will receive a Certificate of Completion upon successful completion of the course.

Why Choose MAWA Events

- **Global Expertise:** More than 17 years of experience in professional training and consulting.
- **Industry-Leading Faculty:** Courses delivered by seasoned professionals with hands-on experience.
- **Practical Insights:** Learn to turn theory into actionable strategies for real-world business impact.
- **Client-Focused Solutions:** Customized programs designed to achieve your organisation’s unique goals.

In-House / Customized Training Interested in running this course for your team? Please contact us:	TEL: **+601116373203**	EMAIL: **info@mawaevents.net**

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