



**Course Location:
AGC San Diego Training Center**

6212 Ferris Square
San Diego, CA 92121
858-558-7444 | 858-731-8155 (Education Department)
www.agcsd.org

Contact: Becca Schaffer Education Marketing Manager - bschaffer@agcsd.org

THE EFFECTIVE PROJECT ENGINEER 24-HOUR CERTIFICATE COURSE, 3-DAY COURSE

Course Description: Learn what Project Engineers must know and do to become a great Project Support Specialist. This 24-hour Project Engineer course equips participants with not just the knowledge base, but the work examples of how that knowledge is applied to essential industry standard processes and practices. This course is equally beneficial to GC's, subs, design professionals and students.

Module 1 - What is a Project Engineer? A practical look at the role of Project Engineers in project success and typical skill sets required to be effective.

Module 2 - Early Project Requirements A systematic approach to early issue identification through proper review of the project documents. As well as a whirlwind tour through the submittal process from start to finish reinforcing the importance of detail, persistence and collaboration.

Module 3 - Scope & Contracts A focused examination of the process of developing scope of work as it relates to both the project as a whole and individual trades and Subcontractors.

Module 4 - Project Communication and Documentation A practical hands-on learning session focused on writing, sending, receiving, understanding and responding to normal communication mediums and protocol on typical construction projects.

Module 5 - Buy-Out & Change Order Management This session includes an overview of sub-contracting and purchase order processes as well as change management.

Module 6 - Cost Tracking & Earned Value Management A brief overview of the budget and the industry standard practices for tracking job costs at both the GC and Subcontractor levels.

Module 7 - Progress Billings, Releases & Insurance. An exploration of earned value management, working through the pay application / invoice cycle

Module 8 - The Habits of a Complete Project Engineer. Learn the total package of a complete Project Engineer along with the dos and don'ts of RFI's and RFQ's

Target Audience: Project Engineers, GC's, subs, design professionals and students

Presenters: Paul Stout - Power Summit

Date: Septmebr 19, 26 & October 3 (3-day class)

Time: 8:00am - 4:00 pm each day

Course Tuition: AGC Members \$525 | Non Members \$625

Registration: Online Registration Must be completed WWW.AGCSD.ORG

Cancellations and/or Changes Policy: Cancellation notification must be received in writing no later than three business days prior to the scheduled course date. Substitute registrants can be named at any time. A full refund - minus a 5% processing fee if paid by credit card - will be given if notification is received by AGC San Diego three business days prior to the course start date. If a cancellation is received within the three business day time frame, or if registrant(s) elects not to attend, attendee will forfeit the entire course fee. Those participants using AGC Journeyman Trust funds must adhere to the cancellation policy. If a late cancellation or NO SHOW occurs the participating COMPANY and not the AGC Apprenticeship Trust is liable for the tuition.

Payment: Payment can be made online by credit card or PayPal. Master Card, Visa, Discover and American Express are accepted. Checks to be made payable to AGC San Diego. Invoice option is only available for AGC San Diego Chapter members. Full course payment must accompany each registration for all attendees at least seven days prior to the course start date. Contact Inna Alizade in Accounting for payment confirmations, refunds or receipts. inna@agcsd.org