

Calendar Key

Green – Confirmed courses but spaces still available.

Orange – Potential courses still require numbers to run.

Aggregates for Pavement Construction

(1 day)

This course identifies the properties and characteristics of aggregates and systems for quarrying, storage, selection and handling, so that these properties are not altered and their quality remains consistent until placements in the pavement.

15 April	Wellington
16 May	Auckland
Cost (excl GST)	\$495

Applying Bitumen Emulsions and Polymer-Modified Binders

(1 day)

Bitumen emulsions for chipsealing offer some significant advantages over hot bitumen cutbacks in terms of safety, total energy use, greenhouse gas emissions and reduced risk in damp and cool environments. The course introduces the materials, looks briefly at manufacture and covers properties in detail with a strong emphasis on how this influences application techniques and on-the-road performance separately for emulsions and PMB's.

11 April	Tauranga
22 May	Wellington
Cost (excl GST)	\$495

Bitumen – Basic Safety

(1 day)

It is absolutely essential that all those involved in any way with bituminous materials fully understand the significant hazards presented and the procedures used to ensure safety. This is a required comprehensive safety awareness course for all personnel in the road surfacing industry and is presented with the aid of graphic practical demonstrations.

14 May	Dunedin
17 May	Christchurch
31 May	Nelson
Cost (excl GST)	\$530

Bitumen – Managing the Risks

(1 day)

This is an essential risk awareness course targeted at managers, engineers and supervisors involved in managing businesses or operations that include the storage, transport and production of bituminous materials; and road surfacing works.

20 May	Christchurch
Cost (excl GST)	\$520

Bitumen Plant and Tanker Operator

(1 day)

The operation of bitumen tankers, sprayers, bitumen storage and blending plants demands a basic knowledge of the properties of bitumen and associated products and adherence to strict safety procedures. Production is improved if operators have the appropriate advanced knowledge and skill to accurately and safely use plant and equipment.

27 May	Christchurch
Cost (excl GST)	\$520

Bitumen Sprayer Operator

(1 day)

Precise and competent operation of the bitumen sprayer is essential to successful chipsealing operations. Sprayer performance is improved if operators have detailed knowledge of the principles of the chipsealing process and the appropriate knowledge to accurately use the equipment. Output quality is enhanced by bitumen product knowledge, adherence to safe handling procedures and careful record keeping.

28 May	Christchurch
Cost (excl GST)	\$520

Bitumen Rheology and Performance

(1 day)

This course introduces the concepts of rheology and shows how they relate to performance in asphalt and seals. This is related to the design of asphalt and selection of sealing grades. The new asphalt specification is discussed and how the testing is done, reported and controlled.

30 April	Auckland
Cost (excl GST)	\$520

Bridge and Other Significant Highway Structures Inspection

(2 days)

This is a new NZTA endorsed and certified course designed to ensure the correct requirements are met for the inspection of bridges and other significant highway structures. The course will cover in depth the requirements outlined in NZTA policy Document S6 'Bridges and Other Significant Highway Structures Inspection Policy'.

27-28 March	Auckland
Cost (excl GST)	\$1,200

Bridge Inspection and Maintenance Procedures

(2 days)

Bridges are valuable assets, which must be maintained and managed if they are to remain functional at optimal cost through their design life. Defects do occur which require attention during the life of a bridge. Natural events such as floods and earthquakes cause damage. The bridge corrosion environment can affect durability and must be recognised. These areas must be addressed and appropriate maintenance carried out to ensure continued public safety as well as to maintain the asset and minimise repair costs.

8-9 May	Auckland
Cost (excl GST)	\$895

Chipseal Design

(2 days)

Factors affecting the design and the field performance of chipseal surfacings are complex. Local conditions can significantly influence the way a seal is designed to get the best performance.

23-24 May	Christchurch
Cost (excl GST)	\$795

Chipseal Materials

(half day)

This course provides an introduction to the materials used in chipseals in NZ and is intended for those who have not previously had formal detailed training in this subject from other courses. It is essential knowledge for those

wishing to attend the NZIHT Chipseal Design Course and is intended to give a good understanding of the basic properties, specifications and performance of the component materials - bituminous binders, binder additives and mineral aggregates.

22 May	Christchurch
Cost (excl GST)	\$395

Compaction – a Key to Quality Road Pavements

(1 day)

Compaction is a vital component necessary for the construction of quality roads. This course examines the performance of each of the components of a road and shows the critical role that Compaction plays. The presentation then looks at the way in which quality compaction can be achieved and how compaction performance can be monitored.

9 April	Auckland
23 May	Christchurch
Cost (excl GST)	\$495

Competent Pipeline Rehabilitation

(1 day)

Lining of ruptured underground drains and ducts provides a cost effective, less disruptive method for rehabilitation of the service. This course will provide an insight into the range of drains and service ducts that may be suitable for rehabilitation by relining. We will also be covering surveying, cleaning and assessment of failed drains and ducts, selection of rehabilitation methods and materials.

3 April	Christchurch
16 May	Auckland
29 May	Wellington
Cost (excl GST)	\$495

Conflict Management Skills

(2 days)

This course will help you improve productivity and engagement. It will result in better collaboration and trust throughout teams, clients, contractors and the wider organisation. Gain effective skills to support better communications, projects and improve your working relationships.

13-14 May	Christchurch
Cost (excl GST)	\$795

Construction and Maintenance of Road Drainage Systems

(1 day)

Competent supervision skills are essential in producing a final product that meets all design and specification requirements. High levels of productivity can be achieved through the effective and efficient use construction techniques, gained through a combination of knowledge, good planning and organisation skills which best utilises the resources available to the supervisor.

21 May	Auckland
Cost (excl GST)	\$495

Effective Leadership

(2 days)

The most common reason employees give for leaving their job is their leader / manager. Failing to inspire or engage with the team results in poor performance and all the issues that generate as a

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COURSE CALENDAR

MARCH – MAY 2019

Calendar Key

Green – Confirmed courses but spaces still available.

Orange – Potential courses still require numbers to run.

result. This course will help you learn how to lead yourself and your team, focus on the important things and develop strategies for dealing with everyday events.

1-2 May	Christchurch
Cost (excl GST)	\$995

Environmental Risks of Construction

(1 day)

This course provides participants with a practical understanding of the environmental aspects of civil construction. Providing you the know-how to understand your legal obligations, raise environmental awareness and find workable solutions to many of the common risks on construction sites.

16 April	Christchurch
30 April	Auckland
21 May	Palmerston North
Cost (excl GST)	\$595

Geomechanics for NZ Roading

(1 day)
This course draws together the necessary soil investigation and geotechnical procedures for roading construction and maintenance. The course provides an up-to-date overview of investigative techniques and analysis.

23 May	Dunedin
Cost (excl GST)	\$450

Geometric Design for Roads

(2 days)
This course covers geometric design principles specifically for the design of New Zealand roads. The aim of this course is to develop an understanding of the principles of geometric design, and apply these to design safe, functional and aesthetic road alignments in accordance with the requirements of the 2016 Austroads guidelines.

15-16 April	Wellington
Cost (excl GST)	\$795

Identify, Locate and Protect Services

(1 day)

Civil construction sites are inherently dangerous places of work. Where excavations are present or where the work requires ground penetration, particularly by metal pegs, rods, stakes and the like, there is an immediate opportunity for potential conflict with existing utility services located underground.

8 April	Palmerston North
24 May	Auckland
Cost (excl GST)	\$495

Inspecting Roads & Establishing Maintenance Needs

(1 day)

Inspecting roads effectively remains a critical skill in the management of the roading infrastructure. Developing knowledge to identify faults and target the right intervention at the right time is the objective of this course.

11 April	Invercargill
15 May	Wellington
Cost (excl GST)	\$495

Leading High Performing Teams

(1 day)
This course is an operator's manual for people. It gives you step by step instructions on how to get the best performance out of each person. Work smarter with people and get more done. Learn how to do this in one day.

9 April	Christchurch
Cost (excl GST)	\$695

Level 1 Basic Traffic Controller (TC)

(1 day)
This is the NZ Transport Agency (NZTA) Level 1 Basic Traffic Controller (TC), which covers the standards and operating procedures required by the Code of Practice for Temporary Traffic Management (COP/TTM).

1 April	Lower Hutt
3 April	New Plymouth
9 April	Palmerston North
16 April	Christchurch
29 April	Rotorua
8 May	Auckland
16 May	Hamilton
20 May	Dunedin
23 May	New Plymouth
27 May	Lower Hutt
28 May	Christchurch
Cost (excl GST)	\$345
Plus NZTA Registration \$40	

Level 1 Site Traffic Management

Supervisor (STMS) (2 days)

This two-day course provides training to the requirements of the NZTA Code of Practice for Temporary Traffic Management and covers the standards and operating procedures for NZTA and Local Authority roads.

8-9 April	New Plymouth
10-11 April	Christchurch
15-16 April	Whanganui
29-30 April	Auckland
6-7 May	New Plymouth
13-14 May	Palmerston North
16-17 May	Christchurch
Cost (excl GST)	\$545
Plus NZTA Registration \$40	

Maintenance and Safe Use of Small Plant Machinery

(1 day)

Power tools, generators, rollers, screeds and other small machines are basic equipment used in the everyday operation of any roading or civil contracting company. The proper care and correct use of such small plant enhances work practices and improves productivity.

2 April	Auckland
6 May	Dunedin
29 May	Palmerston North
Cost (excl GST)	\$495

Managing Flooding and Scour Risks at Bridges and Culverts

(1 day)

This course will provide an overview of river and stream processes, hydrological and hydraulic analysis tools, calculation of scour at bridges and culverts, design of scour countermeasures at bridges and culverts including geosynthetic solutions and the detailed design of rock rip-rap.

3 April	Christchurch
Cost (excl GST)	\$695

Microsoft Excel – Improving Spreadsheets

(1 day)

This workshop will hone your skills. Move from the basics to the many advanced Excel functions, make Excel work for you. Learn how analysis your data with functions, filters, Pivot tables, charting, navigating large spread sheets, save time and become a confident Excel user.

17 April	Palmerston North
29 April	Tauranga
31 May	Invercargill
Cost (excl GST)	\$595

Microsoft Project – Resource Management

(1 day)

This course will continue on from the Task Management and add the Resourcing components. Manage in detail the project's resources hourly rates, materials and costs; this forms a budget. Manage resource calendars, task types, resource tracking, and resource pool to show against the Baseline.

3 April	Auckland
9 May	Palmerston North
30 May	Christchurch
Cost (excl GST)	\$595

Microsoft Project – Task Management

(1 day)

This course provides skills necessary to develop, implement, schedule and manage project plans for roads, bridges, land developments, buildings, marketing, tenders, maintenance etc.

16 April	Palmerston North
30 April	Tauranga
30 May	Invercargill
Cost (excl GST)	\$595

Microsoft Word – Improving Documents

(1 day)

This course is designed for Word users from basic to intermediate who need to be more efficient with developing documents to an advanced level using many automation aspects of Word. Win more tenders, contracts with consistent, clear and well formatted documents.

4 April	Auckland
8 May	Palmerston North
31 May	Christchurch
Cost (excl GST)	\$595

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Pavement and Rehabilitation Design

(2 days)

This course covers pavement design and rehabilitation design in accordance with the latest version of the Austroads Pavement Design Guide and the associated NZ Guide to Pavement Structural Design and Guide to Pavement evaluation and Treatment Design and contains hands-on applications of mechanistic analysis in the design process.

8-9 April Palmerston North

Cost (excl GST) \$995

Pavement Investigation, Design and Construction Testing

(1 day)

Understanding the main causes of road pavement failures and especially premature pavement failure is crucial in determining the correct design. Why the design life is not met and various pavements including expressways are suffering from early pavement distresses? What went wrong?

10 April Wellington

24 May Auckland

Cost (excl GST) \$695

Preparing a Tender

(1 day)

Having the Winning Tender is essential to the continuing viability of any contractor. If you are new to tendering or wish to have a refresher, then this course is a must. You will learn the tender build-up process from the perspective of a contractor using a basic Microsoft Excel Spreadsheet. This course complements our one-day course 'Understanding the Tender Process'.

3 April Palmerston North

17 April Auckland

29 April Hamilton

15 May Dunedin

Cost (excl GST) \$520

Process Improvement

(2 days)

Faster, better quality, better value, more safely - the demands are always increasing. Often special extra tasks are introduced to 'fix' things and everyone ends up working harder to achieve the same result. No wonder productivity is low. It's frustrating! On this course you'll quickly learn how to make dramatic improvements to your environment. The ideas are simple, easy to apply and deliver lasting results. You will be guided through the five step approach in our highly interactive two day course. It's a practical approach that is easy to apply to any situation.

29-30 April Auckland

28-29 May Christchurch

Cost (excl GST) \$995

Productive Conflict

(1 day)

Better understand how to respond in conflict situations. Learn communication strategies for efficiently dealing with conflict. Discover the destructive and the productive behaviors that are typical with different DISC personality styles.

10 April Christchurch

Cost (excl GST) \$695

Refresher – Level 1 STMS

(1 day)

Registration for Level 1 Site Traffic Management Supervisor (STMS) expires at the end of three years, at which time you will need to attend a one-day refresher course to regain this qualification.

2 April Lower Hutt

4 April New Plymouth

12 April Palmerston North

17 April Christchurch

30 April Rotorua

9 May Auckland

17 May Hamilton

21 May Dunedin

24 May New Plymouth

28 May Lower Hutt

29 May Christchurch

Cost (excl GST) \$345

Plus NZTA Registration \$40

Reinstatement of Service Trenches

(1 day)

Rough surfaces increase road user costs. Over recent years many roading authorities have reported instances of poor trench reinstatement that gave rise to road surfacing problems.

11 April Palmerston North

Cost (excl GST) \$450

Safety in Trenches

(1 day)

This course covers the safety aspects of working in and around trenches within the civil industry and covers drainage work from small pipe, small scale excavations to large storm water and deep excavations.

22 May Auckland

Cost (excl GST) \$495

Slinging, Lifting, Moving and Placing with an Excavator or Loader

(1 day)

When on the job, there will be times where you need to move or place equipment and there is a right way and a wrong way to do this. The information that is presented to you on course will give you the industry standard on the step you will need to do to get the job done efficiently and safely.

12 April Invercargill

14 May Wellington

Cost (excl GST) \$495

Stabilisation of Road Pavements – Fundamentals

(1 day)

Stabilisation can provide major benefits for roading projects of all sizes, and significantly offer acceptable cost effective alternatives to the use of premium sources of aggregates. This course provides an overview of the main issues involved with the design and construction of sealed and unsealed pavements using stabilisation.

14 May Auckland

28 May Palmerston North

Cost (excl GST) \$450

Successful Project Management

(2 days)

The pace of change means that more and more inexperienced people are being asked to lead projects. The deadlines are often very short; the available resources are limited; and the stresses brought on by the pressure to succeed are intense. The conflicting demands from the day job and the project may be impossible to reconcile. Is it any surprise that 70% of projects fail to deliver in full, on time and within budget? We've distilled the wisdom and experience of project managers into a simple six-step approach to leading a successful project. We'll help you learn it effortlessly in our highly interactive two day course. It's a practical approach that is easy to apply to any situation.

17-18 April Wellington

14-15 May Auckland

Cost (excl GST) \$995

Supercharged Supervisors Toolkit

(1 day)

Leaders are people who know how to achieve goals and inspire people along the way. It's vital that you not only know what leadership behaviours are required, but also how to do it. Good leaders in return get more job satisfaction out of their role. Participants will firstly explore their own style of leadership and then learn how to adapt their style to bring out the best in others.

28 March Christchurch

21 May Palmerston North

Cost (excl GST) \$695

Survey & Set Out

(1 day)

This is a practical course that excites and enables all field staff to read and interpret plans and assist with survey and setting out activities. The course gives a strong emphasis on understanding construction plans, dimensions, datums, survey marks, accuracies, elevations and layouts to enable all participants to confidently appreciate the works scope and detail.

30 May Auckland

6 June Palmerston North

20 June Christchurch

Cost (excl GST) \$695

Time Management

(1 day)

Stop working hard - work smarter and get more done. Learn how to do this in one day. This very powerful seminar has participants construct their own personalised Time Management Plan according to their style and work environment.

22 May Palmerston North

Cost (excl GST) \$695

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Understanding NZS3910:2013 Conditions of Contract (2 days)

How well do you know the contents of NZS3910, which are the 'rules' for administering and managing civil engineering and building contracts? This popular course, from a practical and 'hands-on' point of view will benefit Principals, Consultants and Contractors regarding how to manage and administer contracts and to understand their obligations and liabilities in terms of these General Conditions of Contract.

2-3 April	Christchurch
29-30 April	Wellington
20-21 May	Hamilton
29-30 May	Auckland
Cost (excl GST)	\$795

Understanding NZS3915, NZS3916 and NZS3917 (half day)

Do you know the requirements for intellectual property contained in NZS3916:2013 (Design and Construct)? Do you understand the different requirements for remedying defects under NZS3917: 2013 (Fixed Term)? These are just two examples of the differences from NZS3910:2013. This course, from a practical and 'hands-on' point of view, will benefit Clients, Consultants and Contractors wanting to know the differences between these two standards and NZS3910, the General Conditions of Contract.

15 May	Auckland
Cost (excl GST)	\$395

Understanding Quality Pavement Construction (2 days)

The current trend towards performance based specifications for roading and civil construction projects increases the need for contracting firms to understand the issues involved with pavement construction, especially material compaction. This course provides an overview of theory and practice to assist team leaders and supervisors/forepersons to manage construction in the field.

21-22 May	Dunedin
Cost (excl GST)	\$795

Understanding the Construction Contracts Act 2002 (half day)

This course, from a practical and 'hands-on' point of view, will benefit Clients, Consultants and Contractors wanting to understand the key provisions of this Act and how it applies to them.

15 May	Auckland
Cost (excl GST)	\$395

Understanding the National Utilities Code (2 days)

This popular course gives an intensive look at the Code from principles to specifics, and includes discussion on the roles and needs of the different parties. It is very inter-active, including case studies and group discussions.

2-3 May	Palmerston North
16-17 May	Auckland
23-24 May	Christchurch
Cost (excl GST)	\$795

Understanding the Tender Process (1 day)

Winning contracts and evaluating tenders is essential to the continuing viability of any contractor. It is no longer just about the price and accurate calculations. Clients want an assurance that contractors fully understand their business, its needs and the specific job requirements. This course complements our new one-day course 'Preparing a Tender' which is a building the tender from first principles.

22 May	Dunedin
27 May	Wellington
Cost (excl GST)	\$520

Valuing Variations (1 day)

Valuing variations is one of the biggest challenges contractors and the engineer to the contract face. Almost all construction and civil engineering contracts will vary from the original design and scope as the contract progresses. But how do you ensure that the valuation of the variation is fair and equitable to both the principal and the contractor? This is a practical course, based on the provisions in NZS3910.

2 April	Palmerston North
16 April	Auckland
30 April	Hamilton
14 May	Dunedin
Cost (excl GST)	\$520

Working with Concrete – basic Skills (1 day)

This course aims to give workers basic knowledge relating to preparing, placing and finishing minor concrete works and the equipment needed to produce quality results.

1 April	Auckland
7 May	Dunedin
28 May	Palmerston North
Cost (excl GST)	\$495



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