

MEGA JATI ACADEMY SDN BHD

Learning Never Exhausts the Mind

CERTIFIED CONSTRUCTION SITE SUPERVISOR COMPETENCY LEVEL 4

Your complete guide for program preparation prior to enrol. It provides the required knowledge criteria and how you are going to be assessed. Please do not hesitate to contact us for further details at academymja@gmail.com



Dear Participant,

In the following booklet you should find an overview of what you will be studying this duration term in our academy. We have included key details on what you will be looking at in each module, how you will be assessed and what you might do to further develop your understanding and skills. The aim is for this to make it easier for you to work and support our academy.

Each modules will have at least 7-days to 14-days (in LMS platform) with 7-hours of learning effort per week. You will also attend assessment for a commitment of 5-hours per week.

The information for each subject is categorised as follows:

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|--------------------------|----------|---|
| Module Topics | : | This is the overview of the topics which you will be covering. |
| Learning Outcomes | : | This explains what areas & expectations participant will be achieved at the end of the lesson |
| Assessment | : | This explains how participants will be assessed on their understanding of this module and its passing mark. <ul style="list-style-type: none">• Participant will be assessed through Knowledge Assessment (KA) a closed book assessment of 4 subjective questions• Participant will be assessed through Performance Assessment (PA) by preparing a paperwork answering 1 case study like question.• Participant is required to pass these assessment at minimum passing mark of 70% (each module). |
| Challenge | : | This gives suggestions of how participants can explore this area in more detail if they wish. |

PO	SPECIFIC CRITERIA	PROGRAM OUTCOME STATEMENT
PO1	Knowledge and Competency	Site Supervisor who is knowledgeable , competent to facilitate and fulfil the supervisory works efficiently in meeting the cost, time and quality expected from the project.
PO2	Quality, Safety And Health Management	Site Supervisor who uphold the importance of safety culture in the workplace and ensuring a quality deliverables from his services.
PO3	Interdisciplinary and multi-disciplinary team	Site Supervisor who is able to work independently yet effectively in multi-disciplinary team for construction industry excellence.
PO4	Reliable and Effective Communication	Site Supervisor who is reliable , helpful and able to communicate effectively and contribute his skills for efficient project management.
PO5	Professional Ethics and Sustainable Environment	Site Supervisor who applies the ethical responsibility towards society, environment and embrace the important of sustainable development in his profession.

MODULE 01: INTRODUCTION, PRELIMINARIES AND PLANNING

Module Topics

Participants will be briefly explained on the fundamental of a construction site supervision and an overview of an entire modules. In this 7-days lesson through LMS will focus on the necessity of ACT 520 compliance and other related laws and construction project life cycle. Preconstruction activities and components also covered.

Learning Outcomes

The participants shall have knowledge and ability to understand the fundamental, expected attributes and responsibilities of a construction site supervisor. The participant also should be able to understand the flows of construction project lifecycle and pre-construction activities.

Challenge

Participant is required to answer Knowledge Assessment (KA) at the end of the lesson. Module 01 is a general module for all CSS categories. Completing the next module, Module 02: Communication and liaison will give participant more exposure and deepen subject matter.

MODULE 02: COMMUNICATION, LIAISON & ENTREPRENEURSHIP

Module Topics

Participants will cover theory in communication and understanding site communication process as well as liaising with authorities. In this 7-days lesson through LMS will focus on the effective communication as a CSS.

Learning Outcomes	The participant shall be able to understand the line of communication, coordinating with relevant authorities and applying site communication process.
Challenge	Participant is required to answer Knowledge Assessment (KA) at the end of the lesson. Module 02 is a general module for all CSS categories. Completing the next module, Module 03: Roles & Responsibility of Project Team will give participant more exposure and deepen subject matter.

MODULE 03: ROLES & RESPONSIBILITY OF PROJECT TEAM

Module Topics

Participants will cover the function, roles and responsibility of a construction site supervisor. In this 7-days lesson through LMS will focus on the roles of a CSS and other interdisciplinary coordination work as well as performing professional ethics.

Learning Outcomes	The participants shall have knowledge and ability to understand the role and responsibility, professional ethics and coordinating interdisciplinary work.
Challenge	Participant is required to answer Knowledge Assessment (KA) at the end of the lesson. Module 03 is a general module for all CSS categories. Completing the next module, Module 04: Site Mobilisation and Preparation will give participant more exposure and deepen subject matter.

MODULE 04: SITE MOBILISATION AND PREPARATION

Module Topics Participants will cover site preparation and mobilisation activities. In this 7-days lesson through LMS will focus on the site management as well as workers control.

Learning Outcomes	The participants shall be able to identify and recognise site mobilisation work, organising site preparation and monitoring workers.
Challenge	Participant is required to answer Knowledge Assessment (KA) at the end of the lesson. Module 04 is a general module for all CSS categories. Completing the next module, Module 05: Site Admin, HSE, QMS and Professional Ethics will give participant more exposure and deepen subject matter.

MODULE 05: SITE ADMINISTRATION, HSE, QMS AND PROFESSIONAL ETHICS

Module Topics

Participants will be covering the site administer roles. In this 7-days lesson through LMS will focus on the tools utilise in site administration, implementation and monitoring activities for HSE and Quality.

Learning Outcomes	The participants shall have knowledge and ability to understand site administration roles, supporting the implementation of HSE and Quality Management System.
Challenge	Participant is required to answer Knowledge Assessment (KA) at the end of the lesson. Module 05 is a general module for all CSS categories. Completing the next module, Module 06: Project Supervision will give participant more exposure and deepen subject matter.

MODULE 06: PROJECT SUPERVISION

Module Topics

Participants will cover a comprehensive project supervision according to discipline (Civil & Structure / Building & Architecture / Mechanical Work / Electric Work). In this 35-days lesson through LMS will focus on supervising the specific work.

Learning Outcomes	The participants shall have knowledge and depth understanding on the standard practice, procedure, principle, terminologies, standard, method and simple design and calculation.
Challenge	Participant is required to answer Knowledge Assessment (KA) at the end of each sub module. There will be five (5) sections in Module 06. Module 06 is a specific module for CSS according to the disciplines. Completing the next module, Module 07: Project Monitoring, Control & Claims will give participant more exposure and deepen subject matter.

MODULE 07: PROJECT MONITORING, CONTROL AND CLAIMS

Module Topics

Participants will be covering project monitoring tools, control and process. In this 7-days lesson through LMS will focus on the procedure of best practices and introduction related to claim and finance.

Learning Outcomes	The participants shall have knowledge and ability to understand the process in project monitoring, control and claims.
Challenge	Participant is required to answer Knowledge Assessment (KA) at the end of the lesson. Module 07 is a general module for all CSS categories. Completing the next module, Module 08: Post Construction will give participant more exposure and deepen subject matter.

MODULE 08: POST CONSTRUCTION

Module Topics


Participants will cover the process involved in handing over the project and related documentations applied in the industry. In this 7-days lesson through LMS will focus on the handing over activities, defect liability period and closing, as well as an introduction to facility management.

Learning Outcomes

The participants shall have knowledge and ability to explain and identify the process and documentation of handing over, defect liability period and project closure. Plus, simple fundamental on facility management.

Challenge

Participant is required to answer Knowledge Assessment (KA) at the end of the lesson. Module 08 is a general module for all CSS categories.



Any inquiry
regarding this
curriculum
overview, please
contact us at

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qualifications