



Independent Electrical Contractors of New England

Foreman Training



Friday May 3rd & Saturday May 4th

(must attend both days)

8:00 am - 5:00 pm

Members \$850 / Non-Members \$995

(Includes Breakfast & Lunch)

Held at Westfield Athenaeum (6 Elm St, Westfield, MA)

The project foreman needs to be much more than just a talented journeyman who knows how to “go fast.” The foreman is the first line of management in the company, and must become the quarterback by learning more than just the technical trade skills required to install the work.

Like a quarterback, the Forman must have a carefully crafted and practiced game plan (or else it’s sandlot football), he/she must be able to execute the plan, adjust the plan when teammates stumble or show less talent, provide accurate feedback to the coaches on the bench, and AT ALL TIMES keep his eyes on the goal of winning the game.

That’s what this two-day program is about ...Winning the Construction Project Game!

- * The 10 Commandments of Field Supervision
- * The Foreman as a Team Leader
- * Pre-fab & the Reluctant Foreman
- * Scheduling for Field Leaders
- * Paperwork for the Reluctant Foreman
- * Keeping your Eye on the Prize
- * Managing Multiple Projects
- * Managing Change on the Project

Who Should Attend:

- * Foreman
- * Superintendent
- * Subcontractor Business Owners
- * Managers Who Support the Field Crews

Instructor: Kirk Alter

Kirk has more than 30 years of experience as a contractor and educator in the electrical and mechanical industries. He has worked his way through the industry as a Foreman, Superintendent, Project Manager, Estimator, Operations Manager, and Vice President of a \$120M firm. Since 1995 Kirk has developed University level Undergraduate and Continuing Education Programs for electrical and mechanical contractors. Kirk has provided instruction for IEC Chapters nation - wide as well as Purdue University.

Registration is required. Please register through our website, call the office to register over the phone with a credit card or fax this form with payment .

Attendees are required to bring a Laptop, Tablet or I Pad both days.

Independent Electrical Contractors of New England, Inc., 1800 Silas Deane Highway, Rear, Rocky Hill, CT 06067
Phone: 860-563-4953 Fax: 860-529-4265 ~ Email: joanne@iecne.org ~ www.iecne.org



Independent Electrical Contractors of New England Foreman Training

Attendees are required to bring a Laptop, Tablet or I Pad both days.

Registration is required. Please register through our website, call the office to register over the phone with a credit card or fax this form with payment .

Registration & Payment Information (payment must accompany registration)

Attendee 1: _____ Phone: _____

Address Street: _____ City: _____

State: _____ Zip: _____ Email: _____

Attendee 2: _____ Phone: _____

Address Street: _____ City: _____

State: _____ Zip: _____ Email: _____

Attendee 3: _____ Phone: _____

Address Street: _____ City: _____

State: _____ Zip: _____ Email: _____

Company Name: _____	Phone: _____
Address Street: _____	City: _____
State: _____ Zip: _____	Email: _____
Check #: _____ (Payable to IEC New England) or <input type="checkbox"/> Credit Card	Grand Total \$: _____
Card #: _____	Exp. Date: (MM/YYYY) _____ Sec. Code: _____
Billing Address Street: _____	Phone: _____
City: _____	State: _____ Zip: _____
Name as it appears on card: _____	Signature: _____

Cancellation deadline is 15 days prior to the first class. Cancellations received after and/or no-shows are non-refundable. IEC New England has the right to cancel class if necessary, with proper notice.