



CPMS

Certificate in Construction Specialist Trades Management

建造專門行業管理證書

This programme aims to enhance the management staff of subcontractor the requisite knowledge and skills to improve their competence in project management and supervision works.

此課程旨在提供培訓予分包商管理人員，讓他們掌握專門行業管理人需具備的知識，從而提高其工程管理及施工監督的水平。

This course consists of the following modules: 課程包括下列個單元：

Module		單元	
1	Introduction of Construction Industry	1	建造業基本認識
2	Responsibilities of Trade Supervisory Personnel	2	行業管理人職責的基本認識
3	Introduction of Construction Drawings and Contract Documents	3	工程圖則介紹及合約文件之認識
4	Construction Planning	4	施工策劃
5	Construction Progress and Cost Control	5	施工進度與成本控制
6	Introduction to ISO9000 Quality Management System	6	ISO 9000品質管理系統簡介
7	Site Safety and Environmental Protection	7	工地安全及環保
8	Safety Supervision in Construction Works	8	安全施工監督
9	Digital Engineering and Transformation	9	數碼工程及轉型
10	Financial Control	10	資金控制
11	Human Resources Management	11	人力資源管理
12	Relevant Employment Legislations	12	僱傭相關法例
13	Site Guidance Techniques	13	工地指導技巧
14	Experience Sharing on Sub-contract Works	14	專門行業經驗分享
15	Final Assessment	15	期末評核

Note: The content of Module 4-6, 8, 10-12 are same as "Project Management Training Series for Sub-contractors" course (PMSZ).

註：本課程單元 4-6, 8, 10-12 內容與現時學院開辦的非資歷頒授「分包承建商之工程管理訓練課程系列」課程(PMSZ)內容完全相同。

Lecturer 講師	Professionals / HKIC Lecturers 專業人士 / 香港建造學院講師
Medium of Instruction 授課語言	Cantonese 廣東話
Mode of Attendance 授課形式	Part-time evening 夜間部份時間制 : 19:00-22:00
Duration 授課期	52 hours 52 小時
Venue 上課地點	HKIC, Kowloon Bay Campus, 44 Tai Yip Street, Kowloon Bay, Kowloon 九龍 九龍灣大業街 44 號 香港建造學院 九龍灣院校
Admission Requirements 入學條件	Holders of Form 3 or equivalent; and Applicants should be able to write and read in Chinese, and communicate in Cantonese; and Have a registered skilled worker (RSW) for a designated trade; or 2 years' or above relevant working experience in Construction Management/Supervision. 申請人必須完成中三或具同等學歷；及 懂得讀寫中文，並能以廣東話溝通；及 具大工資格；或兩年或以上建造業管理/督導工作經驗。

<p>Module Exemption 單元豁免</p>	<p>Under the following conditions, students will be granted a maximum of 21-hour of exemption:</p> <ul style="list-style-type: none"> • Students who completed any Module(s) of “Project Management Training Series for Sub-contractors” (PMSZ) offered by SPDC after 1 February 2016 can be exempted from the related Module(s) of this programme. • Students who completed any Module(s) of this programme and obtained the CPD certificate within 3 years before joining this programme can be exempted from the related Module(s). <p>學生如曾修讀本課程內之任何單元而符合下列條件，最高可獲豁免修讀本課程 21 小時：</p> <ul style="list-style-type: none"> • 如學生在2016年2月1日後已完成本學院「分包承建商之工程管理訓練課程系列」(PMSZ)的單元，可申請豁免修讀此課程的相關單元； • 學生申請報讀此課程之前三年內，如曾修讀本課程部份單元並獲出席證書(CPD Certificate)，可申請豁免修讀此課程的相關單元。
<p>Award of Certificate 證書頒發</p>	<ol style="list-style-type: none"> 1. Obtained at least 90% of attendance rate and passed the Final Assessment (Passing mark: 50% or above) 2. Students who attended Modules 4, 5, 6, 8, 10, 11 and 12 of this programme will be granted the Completion Certificate of “Project Management Training Series for Sub-contractors” (PMSZ). 3. All Modules of this programme meet the CPD requirement of management staff for registration renewal under “Registered Specialist Trade Contractors Scheme”. <ol style="list-style-type: none"> 1. 課堂出席率達 90%或以上及於期末評核取得合格成績(合格成績等於 50 分或以上)。 2. 學生如 100%出席本課程之單元 4、5、6、8、10、11 及 12，可同時獲發「分包承建商之工程管理訓練課程系列」(PMSZ)畢業證書。 3. 本課程之所有單元均為符合「註冊專門行業承建商制度」管理人員續期時有關持續專業發展的要求。
<p>Course Fee 課程費用</p>	<p>HK\$3700</p>
<p>Enquiry 查詢課程</p>	<p>21009000 / 21009891 jackietan@hkic.edu.hk</p>
<p>Recognition 資格承認</p>	<p>This programme meets</p> <ol style="list-style-type: none"> (i) the requirement of completion of the “Project Management Training Series” for the application for registration and renewal of Register of Sub-contractors; and (ii) CPD requirement of management staff for registration renewal, under “Registered Specialist Trade Contractors Scheme”. <p>本課程符合「註冊專門行業承造商制度」有關</p> <ol style="list-style-type: none"> (i) 修畢工程管理訓練課程的註冊要求；及 (ii) 管理人員續期時有關持續專業發展的要求。
<p>Application Method 報名方法</p>	<p>Please apply online on SPDC portal 請透過建造專業進修院校的網上報名系統報名</p>