

# Training plan

Business



BUILDING AND CONSTRUCTION COMPANY Insert Training program for Building and Construction Company The training manual is developed for a building and Construction Company with the intention of aiding the supervisors as well as other task forces in complementing capacity building to the actual execution of the task in the company. The company is set up in Arizona and operates basing on the cultural diversity. To be specific, there is a myriad of cultures that make up this task force. There are the Native American speaking culture, Spanish and the Anglo-American entities. The company has advanced in Arizona owing to the several changes that characterized the new advances in Arizona during the 19th century to date (CTRE, 2005).

The training will involve a variety of instructional materials. To be specific, training manuals in form of booklets will be used, alongside visual aids which will be used during the presentations. In the booklet will be contained organized list of all the required items. This will range from technical terminologies involved during the construction, safety equipment that will be used during construction, and necessary procedures and processes that count much in the venture. The arrangement of these items is done alphabetically to ensure for easy access by each worker. It also ensures that there is a quick reference guide that would readily assist in addressing the unavoidable cultural diversity amongst the taskforce (CTRE, 2005).

Visual presentation will provide the function of making all the workers well acquainted with the basic items at the work place, especially to remedy any possible communication barrier.

The training will involve different phases, thus;

The taskforce and issues accruing- This is a component that must be

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incorporated in order to assist the supervisor to understand the play ground that will be involved during the construction process. This gives a systemized structure that will ensure every member within the company structure fits in their place and work effectively. The basic issues that amount to the task force revolve around three main items, thus; creation of awareness, building of individual skills and planning in order to take action (CTRE, 2005).

**Creation of Awareness-** This is the phase that aims at enlightening all the participants that would be involved in the task force of building and construction all the processes. It cuts across the hierarchy divides, starting from the supervisor all the way down to other workers. The workers must also know such risks that will be involved like falling objects, chemical mixtures, man holes, poisonous gases and fumes, and in exchange observe individual safety measure. Alongside the aforementioned, the supervisor must be aware of the cultural diversification at the work place and come up with amicable measures in addressing it; alongside the help that will already be provided by the manual (CTRE, 2005).

**Skill Building-** This is a phase that is incorporated both in the theoretical as well as application stages of the construction of the buildings. First, each of the workers must understand the essence of the construction on a theoretic basis, after which they are then taken to the actual construction site.

**Action planning-** This can be observed as the resulting effects of the training process. This can also be seen to some extent as a feedback process. The individual workers will be able to display competence in the construction skills and their coordination during each stage of construction. Their competence will be gauged in practical as well as analysis skills, so that are they able to place concrete correctly; do a good curing to the already

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constructed concretes, just to mention but a few. Are they also able to solve dynamic to simple problems that may result?

During the entire process, supervisory role must be well understood as the success of the construction will much depend on it. However, challenges such as language barriers would be eminent and disastrous if the integrative role of the supervisor is not well played (CTRE, 2005).

Evaluation- This is the final phase in the training that involves participants' responses about the entire course. Such questions like: has your general knowledge about the process been aided? Is the communication process effective? Just to mention but a few cases. It is fundamental that each member involved develops also a self assessment criterion.

#### Reference

CTRE. (2005). Developing an Effective Construction Training For American Supervosors WithHispanic Craft Workers. Ames, IA: Iowa State University.