



CERTIFIED INDUSTRY TECHNICIAN (CIT) COURSE

October 7-10, 2010

San Antonio, Texas

\$425 per person / \$395 per person - multiple registrants from same company
(Includes two days of instruction, text book, study materials & test)

Instructor: Richard H. Scheck, EIT, MSCE
Project Manager
Frank Rewold & Sons, Inc.

Hosted by: Virtual Builders Exchange, LLC
4047 Naco Perrin
San Antonio, Texas

VBX is pleased to offer its members and their employees the opportunity to become certified by Clemson University as "Construction Industry Technicians". The CIT program is ideal for reporting and marketing staff and employees who are new to the construction industry.

The **Construction Industry Technician** program was developed by the National Association of Women in Construction (NAWIC) and Clemson University to familiarize construction personnel with all aspects of the construction industry from types of construction to contractual relationships, documentation, design and bid processes; and stages of construction.

Upon completion of the course, a standardized test is administered and sent to Clemson University for grading. Those who achieve a satisfactory score (75%) are granted the distinction of "Certified Industry Technician", allowing the use of the designation "C.I.T." after their name. This certification acknowledges the accomplishment of attaining a higher professional level in the construction industry.

Please register _____ person(s) for the Certified Industry Technician Course (CIT)

Name: _____

Exchange/Organization: _____

Address: _____ E-Mail: _____

City: _____ State/Province: _____ Zip/Mailing Code: _____ Phone: (_____) _____

**Registration Fee includes instruction, textbook, study materials, test, breakfast & lunch.
Please complete the above reservation form, and return with your registration fee to:
VBX, 4047 Naco Perrin, San Antonio, TX 78217.*

--Fax to: (210) 564-6901--

CIT CURRICULUM

I. TYPES OF CONSTRUCTION

covers the various segments of the construction industry, which is composed of residential, commercial, institutional and civil construction.

II. CONSTRUCTION TRADE ASSOCIATIONS

identifies and reviews the differences between construction trade association, professional societies, and institutes that influence the company.

III. FORMS OF BUSINESS

OWNERSHIP describes the different forms of business ownership, and explains the advantages and disadvantages of each type: sole proprietorship, partnerships, and corporations.

IV. CONTRACTUAL ARRANGEMENTS AND CONTRACT AGREEMENTS

analyzes the different types of contractual arrangements, as well as the key individuals involved in a construction contract. Further discussion involves the differences between a competitive and negotiated bid, and dissects different types of agreements.

V. CONSTRUCTION

CONTRACT DOCUMENTS explains the components of construction contract documents, and differentiates between different types of drawings, including site plans, plan elevations, sectional views, and details.

VI. THE CONSTRUCTION

PROCESS reviews the stages in the construction process, from design to project close-out. Describes the activities involved in each state of the process. Zoning laws, building codes and construction documents required during planning, construction and close-out will also be discussed.

VII. CONSTRUCTION INSURANCE AND BONDING

identifies the types of risks involved in construction, and explains the concepts of risk management. Principles and concepts of insurance, bonding and suretyship will be emphasized while identifying the types of business insurance contractors typically obtain.