



PROJECT SUPER VISION

THE Construction Supervisor's Education & Recognition Program

Carolinan AGC Project Super VISION® Construction Supervisor Recognition (CSR) Application Information

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About the CSR Process

The Carolinas AGC Project Super**VISION**® **Construction Supervisor Recognition (CSR)** is designed to recognize the construction supervisor's **contributions** and **importance** in the construction industry. The recognition process revolves around Project Super**VISION**® courses, academies, and private company offerings. This approach recognizes that good supervisors develop their competencies through a combination of:

- **on-the-job training and experience;**
- **formal education;**
- **specialized continuing education; and**
- **energetic leaders and role models.**

The Recognition Process is thorough and comprehensive in order to assure that the highest standards are maintained. For those currently employed as a construction supervisor, this process can increase your visibility and project opportunities. For aspiring newcomers to the industry who are considering a professional career in construction, the Project Super**VISION**® program will give you the tools needed to learn, grow, and manage your career goals. While achieving recognition at any level will not guarantee your employment or compensation objectives, it will offer a number of opportunities to influence your career development within the construction industry.

The framework of the **CSR** is designed to provide a balance of structure and flexibility based on the nine competencies listed below. Recognized Construction Supervisors will meet progressively higher levels of achievement as they progress thru the four levels of competency. Under each competency category is a list of activities that help measure On-The-Job training and experience for the construction supervisor applying for recognition. (refer to pages 13-17 for specifics.)

The Nine Competencies:

1. Construction Knowledge Maintenance
2. Safety / Risk Program Management
3. Planning & Scheduling and Organization
4. Production Management
5. Cost Management
6. Documentation Preparation
7. Supervisor Communication
8. Business Relationship Building
9. Project Supervision and Development



CSR Requirements and Eligibility

Requirements for advancement include all of the following:

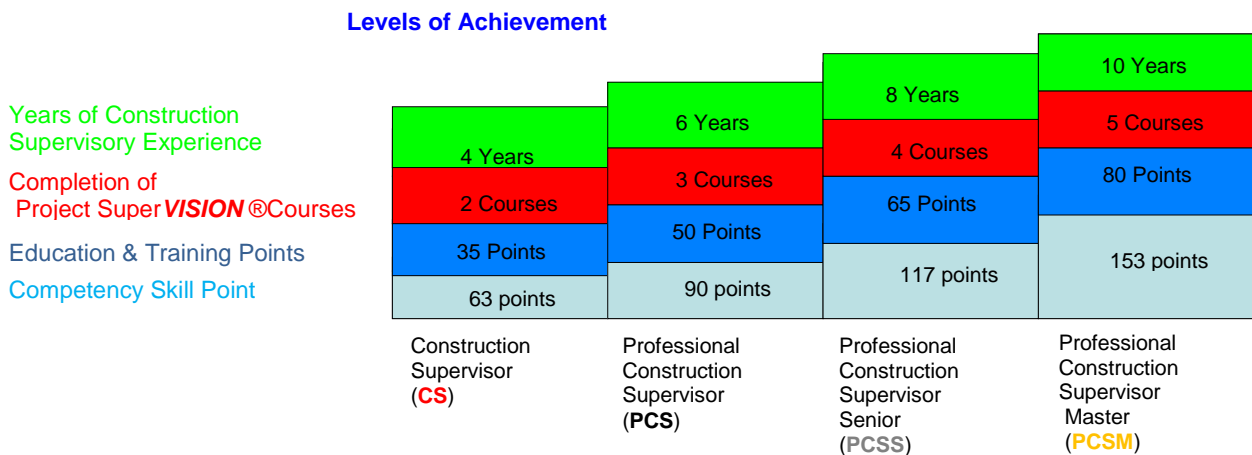
- years of construction supervisory experience
- successful completion of Project Super **VISION**® courses
- education and training
- competency as a construction supervisor

For example:

- Years** of construction supervisory experience beginning with 4 or more years
- + Successful completion of Project Super **VISION**® coursework,
 - + Continuing construction industry education, other applicable courses & academic degrees
 - + Competency skill points
 - + Applicant effectiveness rating
-
- = Appropriate recognition level

Eligibility: Leadmen, foremen, assistant superintendents, superintendents, general superintendents, other construction supervisors may apply. Students and non members seeking recognition must contact the Project Super **VISION**® Administrator, PO Box 30277, Charlotte, NC 28230-0277; 704-372-1450 for specific instructions on how to proceed.

Recognition Program



Note: The Carolinas AGC Construction Supervisor recognition is the only program of its kind in the construction industry.

The Four Levels Of Project Super VISION® Recognition

The four levels are geared to encourage the ongoing career development efforts of participants while acknowledging their progressive achievements.

1. Construction Supervisor (CS)

Persons earning The first level of recognition have clearly and consistently demonstrated the basic knowledge and skills required to successfully supervise construction of the most fundamental and routine projects assigned to them in their supervisory careers. Those recognized as **Construction Supervisor** satisfy the following requirements:

- Minimum four (4) years supervisory experience
- Successful completion of two (2) Project Super **VISION**® core courses
- Minimum 35 points for education and other related experience
- Minimum 63 points for supervisory competency skills
- Minimum average effectiveness rating of 3.5 from three reviewers

2. Professional Construction Supervisor (PCS)

Persons earning the second level of recognition have demonstrated extensive independent judgment and high levels of proficiency in a majority of all required competencies. Those recognized as **Professional Construction Supervisor** satisfy the following requirements:

- Minimum six (6) years of supervisory experience
- Successful completion of three (3) Project Super **VISION**® core courses
- Minimum 50 points for education and other related experience
- Minimum 90 points for supervisory competency skills
- Minimum average effectiveness rating of 3.5 from three reviewers

3. Professional Construction Supervisor Senior (PCSS)

PCS Senior recognition is earned by those who clearly demonstrate the highest standards of skill and knowledge beyond the requirements of the first two levels. These persons are fully qualified to supervise the highest contract cost and the most complex project awarded to their contractor companies. The competency levels required are clearly higher than either of the first two levels and allowing no deficiencies in any level of skill requirements. Those recognized as **Professional Construction Supervisor Senior** satisfy the following requirements:

- Minimum eight (8) years of supervisory experience
- Successful completion of four (4) Project Super **VISION**® core courses
- Minimum 65 points for education and other related experience
- Minimum 117 points for supervisory competency skills
- Minimum average effectiveness rating of 3.5 from three reviewers

4. Professional Construction Supervisor Master (PCSM)

PCS Master is the highest level of recognition and is reserved for the few who master the highest demonstration of skills to be acquired by a construction supervisor. This expert supervisor has superior skills and experience and is not lacking in any areas of competency required by the recognition standards. He/she is able to supervise the most complex and highest cost project(s), supervise other supervisors, and is clearly superior to all other levels of recognition. Those recognized as a **Professional Construction Supervisor Master** satisfy the following requirements:

- Minimum ten (10) years supervisory experience
- Successful completion of five (5) Project Super **VISION**® core courses
- Minimum 80 points for education and other related experience
- Minimum 153 points for supervisory competency skills
- Minimum average effectiveness rating of 4.5 from three reviewers

Recognition Level Descriptions

The Project Super **VISION® CSR** four recognition levels define increasing levels of achievement and provide a well defined career ladder that a supervisor can use to plan his or her career. A supervisor's competence cannot be based on experience or education alone. Instead, each applicant is evaluated on five essential criteria. Three of these criteria are based on point systems. (*Where points are mentioned, please understand that they simply represent a way of providing evaluation.*)

The five essential criteria for recognition are:

- 1) Years of construction industry supervisory experience
- 2) Successful completion of Project Super **VISION®** courses
- 3) Formal education and training
- 4) Level of competency as verified by at least three (3) persons for which the candidate has worked or to whom the applicant has reported
- 5) Other relevant information provided by the applicant and/or their references

Points are derived from the following:

- Formal Education

Graduate Degree

Construction Related = 30

Unrelated = 25

Four Year Degree

Construction Related = 25

Construction Semi-related = 20

Unrelated = 15

Associate Degree (2 years)

Construction Related = 20

Construction Semi-related = 10

Unrelated = 5

Apprentice Program (2-4 years)

Construction Related = 15

- CAGC Training Courses/Other Approved Courses (Successful completion necessary)

Project Super **VISION®** Courses = 10 points each course

Project Super **VISION®** Academy = 15 points

CAGC Management or Safety Seminar = 2 points per day

Additional courses and points as approved by the Committee

- Other relevant Experience / Education

Miscellaneous Training/Experience = 10 point maximum

Including:

- Prepared and/or taught construction-related courses;
- Conducted and published research on construction related topics;
- Received formal training and received certificates in non-approved but direct job and construction-related programs such as equipment utilization, maintenance, computers, scheduling, technical topics by vendors, self-improvement courses.
- Assigned responsibility to resolve major companywide issues and problems.

Applicants for progressively higher levels of recognition must demonstrate greater levels of achievement against these criteria.

Applicant Responsibilities

The following information should give you the necessary facts to evaluate your entry level status for Construction Supervisor Recognition. **It is your responsibility** to see that all required information is complete and included when your application is submitted to the Project Super**VISION**® Administrator for processing. If your application is incomplete, you will be notified and will have an opportunity to complete the required information.

The Carolinas AGC Project Super**VISION**® program and the Construction Supervisor Recognition process are flexible and require your personal and professional involvement from the beginning so that you may influence your career objectives at your own pace. It is designed to help you achieve the recognition you deserve. **You must decide how to make it work best for you.**

Steps In The Application and Recognition Process

1. Complete the Application per these instructions: (Refer to page 8 for the Construction Supervisor Recognition Application.)

Section I - PERSONAL DATA. Fill in the blanks completely. Type or print legibly.

Section II - CONSTRUCTION INDUSTRY EXPERIENCE. The first part of this section will indicate the total number of years of experience as a full-time construction supervisor. Next, list all dates of experience, the construction data, type of projects, your supervisor status/classification, and the name of the project supervisor.

Section III - LIST SPECIAL TRAINING/FORMAL EDUCATION. (Formal education is defined as that for which a degree or certificate was granted by a state-recognized and regulated public or private institution upon successful completion of a prescribed curriculum of study.)

Forward copies of all degrees or certificates as proof of your extended studies. A partial list of educational examples includes:

- CAGC Courses, Academies, Seminars, etc.
- Transcripts of courses completed to earn (a) degree(s)
- Continuing education certificates
- Any other relevant construction related educational information

Section IV - Sign and date the application form, mail it to:

Carolinas AGC
Project Super**VISION**® Administrator
PO Box 30277, Charlotte, NC 28230-0277

****Retain a copy of all materials for YOUR records****

2. Reference for Work Experience:

The references for work experience are very important. Choose at least three persons you have worked for or reported to who can verify your work experience. *Do not choose persons you have supervised or are supervising.* Follow these guidelines for selecting references:

- You must have at least three persons who can validate your experience. More than three references are not required except when specifically requested by the Administrator. However, you may, at your discretion, request up to five references.
- Do not choose more than two sources with the same company, if possible.
- Once your references have been selected, send a transmittal letter (example provided on page 9) and copies of pages 10-18 to each reference. Supply relevant information on page 12.

**Provide each evaluator with a stamped envelope addressed to:
Project Super *VISION*® Administrator
PO Box 30277
Charlotte, NC 28230-0277.**

3. When the application package is received and reviewed for completion, the Project Super *VISION*® Administrator will send a confirmation. If anything is missing, the applicant will be contacted so they can provide the missing material.

4. The Project Super *VISION*® Administrator will:

- Verify experience
- Check validity of education, training and course work successful completion, tested out, and/ or completed follow-up(s)
- Score the Project Super *VISION*® Recognition Competency Evaluations and add any additional points earned from reference evaluations, and Project Super *VISION*® courses, or academies to determine the recognition level for which the applicant may be eligible.
- Complete the application and recognition worksheet for the Project Super *VISION*® Review Committee. The review board meets quarterly to review and determine the appropriate recognition level. The applicant will receive notification within 21 days after a decision has been reached.
- In the event the review committee determines the applicant is not eligible or recognition is not granted, suggestions on courses and re-application guidelines will be included with the determination notice provided.
- When recognition is approved, the approval notice will include information regarding what should be expected.
- Each successful applicant will receive appropriate certificates, plaques, wallet cards and hard hat stickers from Carolinas AGC.

CONSTRUCTION SUPERVISOR RECOGNITION APPLICATION

PLEASE PRINT

Applicant's Name – Last	First	Middle Initial	Email Address
Home Address		Date of Birth	Cell Phone
City	State	Zip	Work Phone

CONSTRUCTION INDUSTRY EXPERIENCE

Total Years in Construction Industry ____ Years ____ Months	Total Years as Full-time Construction Supervisor ____ Years ____ Months
--	--

Dates (Current First)	Construction Data	Type of Project	Supervisor Classification	Your Supervisor on this Project
FROM TO	Contractor Name and Address	<input type="checkbox"/> Building <input type="checkbox"/> Utility <input type="checkbox"/> Heavy/Highway <input type="checkbox"/> Bridges <input type="checkbox"/> Industrial <input type="checkbox"/> Civil <input type="checkbox"/> Other _____	<input type="checkbox"/> Leadman <input type="checkbox"/> Foreman <input type="checkbox"/> Asst. Superintendent <input type="checkbox"/> Superintendent <input type="checkbox"/> Gen. Superintendent <input type="checkbox"/> Other _____	Name Contact #
FROM TO	Contractor Name and Address	<input type="checkbox"/> Building <input type="checkbox"/> Utility <input type="checkbox"/> Heavy/Highway <input type="checkbox"/> Bridges <input type="checkbox"/> Industrial <input type="checkbox"/> Civil <input type="checkbox"/> Other _____	<input type="checkbox"/> Leadman <input type="checkbox"/> Foreman <input type="checkbox"/> Asst. Superintendent <input type="checkbox"/> Superintendent <input type="checkbox"/> General Superintendent <input type="checkbox"/> Other _____	Name Contact #
FROM TO	Contractor Name and Address	<input type="checkbox"/> Building <input type="checkbox"/> Utility <input type="checkbox"/> Heavy/Highway <input type="checkbox"/> Bridges <input type="checkbox"/> Industrial <input type="checkbox"/> Civil <input type="checkbox"/> Other _____	<input type="checkbox"/> Leadman <input type="checkbox"/> Foreman <input type="checkbox"/> Asst. Superintendent <input type="checkbox"/> Superintendent <input type="checkbox"/> General Superintendent <input type="checkbox"/> Other _____	Name Contact #

If you need more space for experience, use additional pages.

SPECIAL TRAINING / FORMAL EDUCATION

Dates	School/Organization	Type of Course	Degree/Certificate Earned

OTHER RELEVANT INFORMATION (If you need more space for other information, use additional pages)

Signature _____ Date _____

Date

Name
Address

Mr./Mrs./Ms. _____

I am applying for a Carolinas AGC Project Super**VISION**® Construction Supervisor Recognition and would appreciate your assistance. CAGC needs information from individuals for whom I have worked or reported to verify my years of construction supervisory experience and attest to the depth of my experience.

To simplify your response, use the attached materials. Please return the evaluation information to the Project Super**VISION**® Administrator in the enclosed self-addressed envelope by _____. Your response will be confidential and is intended for the Project Super**VISION**® Review Committee **ONLY**. It is important that the Project Super**VISION**® Administrator receives my application by the date above in order for it to be processed.

Thank you in advance for your time, attention, and cooperation. I appreciate your support.

Sincerely,

Project Super VISION® CSR Evaluator Instructions

Purpose: The Project Super VISION® Construction Supervisor Recognition process encourages talented people to pursue a professional supervisory career in the construction industry. This recognition helps to retain current supervisors and encourage development and continuous improvement in their skills and knowledge. Recognition also rewards outstanding performers for their efforts and contributions.

Requirements and Eligibility: The Construction Supervisor Recognition requirements are a balance between structure and flexibility. Recognition is based on the elements reflected in the Project Super VISION® offerings, i.e., courses and academies. Leadmen, foremen, assistant superintendents, general superintendents, and/or other construction supervisors may apply for recognition. Construction Supervisor recognition components are comprised of:

- years of construction supervisory experience
- successful completion of Project Super VISION® offerings
- other educational and training points
- competency skill points
- other relevant information provided by the applicant and/or their references

Instructions for the Evaluator:

- Current and/or former supervisors' evaluations are required for the recognition process. These supervisors should be those that the applicant has worked for or to whom the applicant has reported. The evaluator must be in a position to make a determination as to the supervisory competency skill level of the applicant.
- Be aware of the content for the Project Super VISION® courses the applicant has taken (refer to page 11 for a description). The skills a student acquires in a Project Super VISION® offering may not be a requirement for company procedure. The applicant may be competent in a specific skill not required by the company. The evaluator will need to be certain of any competency skill in question. Since Project Super VISION® offerings are based on 81 competencies it is not only permissible but suggested that you discuss your concerns/questions about competencies with the applicant or the Project Super VISION® Administrator (704-372-1450).
- Review the Applicant Information Reference/Evaluator Form (page 12) and provide any information the applicant was unable to supply. In the box at the bottom, indicate the number of years the applicant has worked as a supervisor and sign the Reference/Evaluator Form.
- Complete the Project Super VISION® Recognition Competency Evaluation and provide general comments. It is particularly important that you rate all the competencies. The information you provide in the General Comments will help the Carolinas AGC Project Super VISION® Recognition Committee evaluate the applicant's competencies fairly and accurately. All ratings and comments will be kept confidential. (Refer to pages 12 – 18)

Send the original Applicant Information Reference form and the completed evaluation to:

Carolinas AGC
Project Super VISION® Administrator
P. O. Box 30277 Charlotte, NC 28230-0277

DESCRIPTION OF PROJECT Super VISION® COURSES

PCS - Professional Construction Supervisor

The objective of the Professional Construction Supervisor course is to introduce the supervisor to the fundamentals of effective supervision while emphasizing professionalism. The course encompasses a comprehensive knowledge base specifically for the construction industry and is reinforced through interactive learning exercises and skill application.

TSP - Total Safety Performance

Unlike other safety programs, this course teaches the construction supervisor how to engage other people in taking personal responsibility for safety. This point of view is reinforced throughout the materials as a fundamental belief that all safety ultimately depends on the accountability of each individual to maintain a safe and healthy place in which to work while balancing productivity needs. Participants may qualify for a 30-hour OSHA Certification.

EPS - Effective Preplanning and Project Scheduling

Careful planning and scheduling before and during construction makes a job run smoothly and results in satisfied owners, general contractors, specialty and subcontractors, suppliers, construction workers, and company managers. This “how to” course provides supervisors with a better understanding of plans and schedules and how to improve their skills by utilizing the latest technology.

CCP- Cost Control and Productivity Improvement

This course teaches relationships between time, work completed, work-hours spent, schedule duration, equipment hours, and materials used. Production rates, productivity unit rates, work method improvements, and overall total project cost control will be explored. Upon completion of CCP, supervisors will have a solid understanding of what affects costs, and how to control those costs.

THS- The Human Side of Project Success

Construction is a people business - the most complex and challenging responsibility for a construction supervisor is managing, leading, motivating and teaching. This course provides realistic learning experiences in communication, confrontation, conflict, empowerment, accountability, correspondence, labor laws and regulation based on people, their changing needs, and team management.

PSVA - Project Super VISION® Academy

This 60+ hour live-in program features small group studies and assignments, hands-on work with seasoned instructors, team building exercises, and many practical work projects. This six day immersion into the world of the construction supervisor allows the participants to significantly sharpen their skills and gain insights on being competent and effective.

APPLICANT INFORMATION FOR REFERENCE / EVALUATOR

Applicant's Name – Last	First	Middle Initial	Date
REFERENCE PERSONAL DATA			
Reference Name – Last	First	Middle Initial	Work Phone
Current Title			
Company Name			
Address			
City	State	Zip	
RELATIONSHIP AND EXPERIENCE WITH APPLICANT			
Dates (Current First)	Construction Data	Type of Project	Supervisor Classification
FROM TO	Contractor Name Location	<input type="checkbox"/> Building <input type="checkbox"/> Utility <input type="checkbox"/> Heavy/Highway <input type="checkbox"/> Bridges <input type="checkbox"/> Industrial <input type="checkbox"/> Civil <input type="checkbox"/> Other _____	<input type="checkbox"/> Leadman <input type="checkbox"/> Foreman <input type="checkbox"/> Asst. Superintendent <input type="checkbox"/> Superintendent <input type="checkbox"/> General Superintendent <input type="checkbox"/> Other
FROM TO	Contractor Name Location	<input type="checkbox"/> Building <input type="checkbox"/> Utility <input type="checkbox"/> Heavy/Highway <input type="checkbox"/> Bridges <input type="checkbox"/> Industrial <input type="checkbox"/> Civil <input type="checkbox"/> Other _____	<input type="checkbox"/> Leadman <input type="checkbox"/> Foreman <input type="checkbox"/> Asst. Superintendent <input type="checkbox"/> Superintendent <input type="checkbox"/> General Superintendent <input type="checkbox"/> Other
FROM TO	Contractor Name Location	<input type="checkbox"/> Building <input type="checkbox"/> Utility <input type="checkbox"/> Heavy/Highway <input type="checkbox"/> Bridges <input type="checkbox"/> Industrial <input type="checkbox"/> Civil <input type="checkbox"/> Other _____	<input type="checkbox"/> Leadman <input type="checkbox"/> Foreman <input type="checkbox"/> Asst. Superintendent <input type="checkbox"/> Superintendent <input type="checkbox"/> General Superintendent <input type="checkbox"/> Other
USE OTHER SIDE FOR RELEVANT INFORMATION			
To the best of my direct knowledge, the applicant has been a construction (non-residential) supervisor for _____ years; and, all of the above information is a true record of his/her experience.			

Signature of Reference	Title	Company	Date
_____	_____	_____	_____

Project Super VISION® Recognition Competency Evaluation

COMPETENCY RATING:

Not Applicable

Not Competent– Possesses and/or demonstrates very few skills in this area.

Minimally Competent – Possesses and/or demonstrates minimal skills in this area.

Conditionally Competent – Possesses and/or demonstrates marginal skills in this area.

Highly Competent or Yes – Possesses and/or demonstrates many of the skills in this area.

Fully Competent or Yes – Possesses and/or demonstrates all skills required in this area.

I. MAINTAINS SKILLS

These competencies have been covered in all five (5) of the Project Super VISION® Courses.

	Not Applicable	Not Competent	Minimally Competent	Conditionally Competent	Highly Competent or Yes	Fully Competent or Yes
Maintains basic construction technical skills						
Demonstrates fundamental understanding of project profit						
Reads trade and/or industry publications						
Keeps updated on current advances in construction techniques						
Demonstrates active interests in learning skills and knowledge						
Seeks out new knowledge and skills from industry suppliers and professionals						
Demonstrates through performance that skills and knowledge are maintained						
Actively models professional behavior in all respects						
Passes on advanced construction methods to subordinates/supervisors						

II. MANAGES SAFETY

These competencies have been covered completely in TSP and partially covered in PCS, EPS, CCP & THS.

Directs site health and safety programs						
Anticipates and resolves safety problems						
Assures availability & use of protective equipment						
Conducts site safety inspections						
Keeps current and executes OSHA, EPA, local & company regulations						
Maintains job site security practices						
Plans and establishes site emergency procedures						
Executes Hazard Communications & Hazardous Materials Regulations						
Enforces company substance abuse policies						

Competency Rating: (continued)

Not Applicable

Not Competent– Possesses and/or demonstrates very few skills in this area.

Minimally Competent – Possesses and/or demonstrates minimal skills in this area.

Conditionally Competent – Possesses and/or demonstrates marginal skills in this area.

Highly Competent or Yes – Possesses and/or demonstrates many of the skills in this area.

Fully Competent or Yes – Possesses and/or demonstrates all skills required in this area.

III. PLANS, SCHEDULES, ORGANIZES

These competencies have been covered completely in EPS and partially covered in PCS, TSP, CCP & THS.

	Not Applicable	Not Competent	Minimally Competent	Conditionally Competent	Highly Competent or Yes	Fully Competent or Yes
Reads & interprets prints & drawings						
Mobilizes company presence on site and supervises field engineering (lay out work)						
Coordinates project start-up						
Obtains utilities						
Reads, executes & maintains site master plans & schedules						
Maintains field schedule changes						
Plans, schedules & calculates labor, equipment, materials, other subcontractors, & suppliers						
Calculates & sets daily/weekly crew or project production goals						
Reads & interprets job specifications & contracts						

IV. DIRECTS PRODUCTION

These competencies have been covered completely in CCP and partially covered in PCS, TSP, EPS & THS.

Interprets & monitors master project schedule & maintains daily/weekly schedule						
Reads & suggests revisions in drawings, specifications & schedules which require change						
Acquires & directs equipment & tool usage & measures production						
Directs on-going production of site/crew						
Inspects site/crew production & makes corrections						
Coordinates work with other site supervisors						
Helps calculate & implements change orders						
Maintains project production records on equipment, materials & staffing						
Directs project close out						

Competency Rating: (continued)

Not Applicable

Not Competent– Possesses and/or demonstrates very few skills in this area.

Minimally Competent – Possesses and/or demonstrates minimal skills in this area.

Conditionally Competent – Possesses and/or demonstrates marginal skills in this area.

Highly Competent or Yes – Possesses and/or demonstrates many of the skills in this area.

Fully Competent or Yes – Possesses and/or demonstrates all skills required in this area.

V. MANAGES COSTS

These competencies have been covered completely in CCP and partially covered in PCS, TSP, CCP & THS.

	Not Applicable	Not Competent	Minimally Competent	Conditionally Competent	Highly Competent or Yes	Fully Competent or Yes
Builds in total quality performance in all tasks						
Staffs crew/job for efficiency to maintain cost-effective loading & cost effectiveness						
Monitors labor cost codes						
Maintains site material, equipment and tool inventories & records						
Takes advantage of any available pricing discounts & Value engineering						
Maintains site copies of change order and claim records						
Re-directs crew-site activities to gain weather and other advantages						
Closely controls material wastes, down time, rework and wait time						
Analyzes & corrects labor & equipment material costs						

VI. PREPARES DOCUMENTATION

These competencies have been covered in all five (5) of the Project Super **VISION®** Courses

Maintains job log and diary						
Prepares on-site documents such as plan & drawing logs, submittal schedules, material delivery tickets						
Maintains site employment files						
Prepares site safety reports						
Prepares routine field correspondence as required						
Reports employee hours & pay, suppliers, materials, & other contractor progress						
Prepares equipment rental reports & maintenance records						
Maintains small tool & power equipment records						
Verifies construction-in-place & estimated completion						

Competency Rating: (continued)

Not Applicable

Not Competent– Possesses and/or demonstrates very few skills in this area.

Minimally Competent – Possesses and/or demonstrates minimal skills in this area.

Conditionally Competent – Possesses and/or demonstrates marginal skills in this area.

Highly Competent or Yes – Possesses and/or demonstrates many of the skills in this area.

Fully Competent or Yes – Possesses and/or demonstrates all skills required in this area.

VII. COMMUNICATES

These competencies have been covered in all five (5) of the Project Super**VISION**® Courses.

	Not Applicable	Not Competent	Minimally Competent	Conditionally Competent	Highly Competent or Yes	Fully Competent or Yes
Communicates regularly with project manager, other managers, general superintendent						
Communicates with owners & owners' representatives						
Communicates with architects & engineers						
Interfaces directly with inspectors & local authorities						
Negotiates field purchases with suppliers						
Gives direction to other contractors & suppliers						
Conducts project meetings						
Conducts safety meetings						
Makes project presentations						

VIII. MAINTAINS SUPERVISORY RELATIONSHIP

These competencies have been covered completely in THS and partially covered in PCS, TSP, EPS & CCP.

Develops relationship with other contractors, supervisors, vendors & inspectors						
Supervises other company supervisors						
Works directly with peer supervisors on project and in company						
Maintains direct relationship with project manager (or other managers)						
Maintains project team for all employees						
Develops supervisory-employee relationships at all levels						
Maintains relationships on several projects simultaneously						
Maintains relationships with local authorities						
Maintains relationships with company office support staff						

Competency Rating: (continued)

Not Competent /Not Applicable– Has very few skills in this area or skills not demonstrated.

Minimally Competent – Has only minimal skills in this area.

Conditionally Competent – Has marginal skills in this area.

Highly Competent or Yes – Has all but a few skills in this area or skills are demonstrated.

Fully Competent or Yes – Has all skills required in this area or skills are demonstrated.

IX. SUPERVISES STAFF

These competencies have been covered in PCS & THS

	Not Applicable	Not Competent	Minimally Competent	Conditionally Competent	Highly Competent or Yes	Fully Competent or Yes
Hires & terminates company site employees						
Recommends changes in pay						
Trains & motivates hourly-paid workers						
Assigns tasks, methods of work						
Trains other supervisors						
Carries out federal & state employment laws, regulations & company policies						
Supervises other site supervisors						
Keeps current & enforces laws such as EEO, sexual harassment, Americans with Disabilities Act & wrongful discharge						
Takes self-help measures to improve supervisory people skills						

FOR CAGC ADMINISTRATIVE USE ONLY:

OVERALL EVALUATION OF EFFECTIVENESS:

Use the scale below to identify the effectiveness of the applicant's current performance as a supervisor across all the competencies evaluated. Circle only one of the following that is the best accurate answer based upon your evaluation.

Not Competent or Not Applicable	Minimally Competent	Conditionally Competent	Highly Competent	Fully Competent
1	2	3	4	5

EVALUATOR _____

DATE _____

FREQUENTLY ASKED QUESTIONS

Q. Where are Project Super *VISION*® courses taught?

A. Project Super *VISION*® courses are conducted in various locations throughout the Carolinas. For an exact schedule, contact the Carolinas AGC Project Super *VISION*® Administrator.

Q. How long is each course?

A. The five (5) Project Super *VISION*® core courses are 40 hours; the Project Super *VISION*® Academy is 60+ hours.

Q. Is there a cost for the Project Super *VISION*® Construction Supervisor Recognition program?

A. No. At this time, Carolinas AGC does not charge registration or application fees for participation in the **CSR**.

Q. Can I apply for Construction Supervisor Recognition if I have less than 4 years of construction industry supervisory experience?

A. Yes. You can start the process at anytime after the successful completion of at least one Project Super *VISION*® course. However, you can not be awarded any recognition level until all requirements are met. Students with no industry experience may be eligible for a first step in the recognition process. Contact the Project Super *VISION*® Administrator for details on how to proceed.

Q. Do I have to wait 10 years to take all five courses?

A. No. You can take the Project Super *VISION*® courses in any sequence and at any time.

Q. Do I have to reapply for each level of recognition with new references?

A. For each level of recognition, applicants are required to provide up to date evaluations from their references.

Q. What is the highest initial recognition level available?

A. Applicants can apply for any level of recognition. However, the applicant must meet the minimum criteria for each level.

Q. What will I receive for achieving a recognition level?

A. Carolinas AGC will award the successful applicant a certificate of achievement, an engraved plaque that recognizes each level of achievement, recognition on the CAGC website, a wallet card and hard hat sticker.

Q. Do I have to work for a Carolinas AGC member company to apply for recognition?

A. No. However, you must contact the Carolinas AGC Project Super *VISION*® Administrator for details on how to proceed.

Q. Who can I contact if I have any questions?

A. For any questions or concerns, contact:

Carolinas AGC
Project Super *VISION*® Administrator
PO Box 30277, Charlotte, NC 28230-0277
Phone - 704-372-1450 Fax - 704-332-5032