

Syllabus: Project Management for Electrical Contractors (PMEC)

The PMEC course is designed specifically to meet the needs of Electrical Contractors (EC) and their project management requirements. Those who should attend are EC's who want to maximize their efforts and generate a greater return on investment. The course is broken out into three modules as follows:

Module I

Marketing, Value Engineering, Proposals, Contracts,
Negotiations, Purchase Orders & Submittals
Test

Module II

Job Costing, Scheduling, Pre-Job Start-Up meetings,
Progress Billings, Claims, Job Closeout, O&M Manuals,
Warranties and Warranty Work.
Test

Module III

Job-Site Reports, Time Cards, Daily Reports, Job-Site
Visits, Quality Workers and Productivity.
Test

Benefits:

Upon completion of PMEC each attendee will have a working knowledge of the fundamentals of project management for the module completed. All attendees will be tested on each module and awarded a Certificate of Completion upon successfully demonstrating a satisfactory knowledge of the course content.