

Management of SME of road work *International seminar*

To review the methods and management tools of SME of road work, market research to the operational management of the building sites while passing by the financial and countable techniques and the control of human and material resources.

03/6 > 14/6/2013
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Public

Director of SME, responsible frameworks to lay down policies and to evaluate their economic effects and impacts.

Monday June 3

M.

The Company and its environment

- Analysis of the environmental conditions of the companies of the sector road and taken into account of their permanent evolutions
- Analysis of the sector of maintenance of the roads and its forces in presence (building owner, backers – suppliers, institutions of financing) of the detention of the capacity of negotiations.

Tuesday June 4

M.

The business Company and its appropriatenesses

- Choice of the structure of the Company. Classification and structure of the Companies of the road sector
- Planning of the activities and plane marketing
- possible Partners.

Wednesday June 5

M.

Quantitative techniques of management

- Process of the accountancy and interpretation of the book
- Analysis and financial decision-making
- cost accounting
- the estimated and operational management of the building sites
- Definition of the objectives
- budgeting.

Thursday June 6

M.

Management of the materials and equipment

- Strategy of management of the materials
- Planning and strategy of maintenance
- Budgetings of the depreciations and maintenance
- investments and various depreciation
- Analysis of the advantages and disadvantages of the policies: of investment, hiring, leasing...

Friday June 7

M.

Human stock management

- Identification of the missing profiles of competence and justification of recruitment
- Policy of recruitment
- Management of the motivation, the performance and competence within the company
- the policy of formation
- Law the labour
- Right of the businesses
- Compliance with the rules of health and safety.

Monday June 10

M.

Development of a plane business

- Market research
- Control of the cost of the investments and the diagram of financing. How to lead their financial evaluation at the time of the development of a plane business.

Tuesday June 11

M.

Operations – Project management

- operational Strategy
- Organization and stock management
- Determination of the maximum capacity and production and its adequacy with the share of markets captables.

Wednesday June 12

M.

Study, against-study, planning, followed businesses

- Development of an offer of tender
- Importance of the technical report
- the various shapes of markets: public markets and private markets.

Thursday June 13

M.

Study, against-study, planning, followed businesses

- the follow-up of the offers
- Identification of the principal risks. Risk management and modifications
- various budgets and their follow-up. To know to carry out the management of the project (planning, organization and the tools for scheduling: GAMT – PERT, etc...)

Friday June 14

M.

Memory of the company. Information feedbacks

- How to progress in the studies of price: the choice of the businesses
- Analysis of the differences between forecasts and achievements, return of information to the studies. Data banks.
- the completion of the businesses. Final acceptance – Dispute payments.

