

Management of SME of road work

2nd to 13th June 2014

Paris

5 600 € ex VAT Lunches
included
34025

PONTS FORMATION CONSEIL
Vecteur de performance

By the end of the seminar, the trainees will have acquired elements of knowledge such as :

- 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
- Human control and material resources

The seminar takes place in Maison des Ponts 15 rue de la Fontaine au Roi 75011 Paris

Targeted audience

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

Monday 2nd June

■ 9h30 **J-Olivier LAVAL** PFC-Metrattech

Opening of the seminar

■ 10h00 **Maurice LAROSE** Consultant

Human resources management

- Identification of the missing profiles of competence and justification of recruitment
- Recruitment policy
- Management of the motivation, the performance and competence within the company
- Professional training policies
- Labour law
- Business law
- Health and safety rules

Tuesday 3rd June

■ 9h30 **Maurice LAROSE**

Operations – project management

- Operational strategy
- Organization and resources management
- Determination of the maximum capacity sharing with the market to capture

Wednesday 4th June

■ 9h30 **Pascal TOURET** Consultant

The company and its environment

- Analysis of the environmental conditions of the companies of the road sector and their permanent evolutions
- Analysis of the sector of maintenance and its environment (building owner, backers, suppliers, institutions of financing) of the negotiation

Thursday 5th June

9h30 **Pascal TOURET**

The company and the business opportunities

- Structure choice : classification
- Planning of the activities and marketing plan
- Possible partners

Friday 6th June

■ 9h30 **Pascal TOURET**

Quantitative techniques of management

- Accounting process and reading of the books
- Analysis and financial decision-making
- Cost accounting
- The estimated and operational management of the building sites
- Definition of the objectives
- Budgeting

Monday 9th June : Pentecost

■ 9h30 **Pascal GENDREAU** Consultant

Development of business plan

- Market research
- Control of investment costs and financial diagram and how to lead their financial evaluation

Tuesday 10th June

■ 9h30 **Daniel LORCERY** Consultant

Management of the materials and equipment

- Strategy of materials management
- Planning and maintenance strategy
- Depreciations budgeting and maintenance
- Investments and various depreciation
- Advantages and disadvantages of different policies: investment, hiring, leasing...

Wednesday 11th June

■ 9h30 **Daniel LORCERY**

Study, second study, planning, business follow-up

- Development of a tender offer
- Importance of the technical report
- Various shapes of markets : public and private one

Thursday 12th June

■ 9h30 **Daniel LORCERY**

- The offers follow-up
- Identification of principal risks : risk management and modifications
- Various budgets and follows-up : how to carry out the project management (planning, organization and scheduling tools)

Friday 13th June

■ 9h30 **Daniel LORCERY**

Memory of the companies. Information feedbacks

- How to progress in price studies : business choice
- Differences between forecasts and achievements, return of information to the studies and data banks
- Completion of the business, final acceptance and dispute payments

■ 16h00 **Jean-Olivier LAVAL**

Evaluation and closing of the seminar

Workdays end at 5:30 pm