



# Public Works Supervisor Associate Certificate Program

## INFR 1110 REGISTRATION Form

### Personal Information:

Name: \_\_\_\_\_ PWSC #\* \_\_\_\_\_

Phone (w) \_\_\_\_\_ (h) \_\_\_\_\_ E-MAIL: \_\_\_\_\_

Work Address: \_\_\_\_\_ City \_\_\_\_\_ PC \_\_\_\_\_

Home Address: \_\_\_\_\_ City \_\_\_\_\_ PC \_\_\_\_\_

## INFR 1110

### May 28—June 1, 2012

**BCIT Downtown Campus**  
**555 Seymour St Vancouver**  
**8:30 AM—5 PM**

**Register by:**  
**Fax—1.888.812.7014**  
**E—[jaustin.djc@gmail.com](mailto:jaustin.djc@gmail.com)**  
**Online—<http://pwabc.cpwa.net>**

#### Method of Payment

\_\_\_ PO # \_\_\_\_\_

\_\_\_ Cheque enclosed made payable to  
PWABC

\_\_\_ Credit Card Type Visa      MC

Card # \_\_\_\_\_ Expiry Date: \_\_\_\_\_

Name of Cardholder: \_\_\_\_\_

3-4 digit verification # on the back \_\_\_\_\_

**Cost : \$1100 + HST (\$1232.00)**

**Includes all course materials**

#### INFR 1110 Public Works Institute I

Day 1 & 2 Intro to Leadership & Supervision  
Topics include; Roles & Functions, Leadership Skills, Ethics, Conflict Resolution, Motivation & Morale

Day 3 How city Hall Works Topics Include:  
Legislation and Authority, Governance, Council-Staff Roles and Relations

Day 4 & 5 Basics of Finance for PW Supervisors  
Topics include; PW Accounting, Purchasing & Inventory, Financial Reporting, Sources of PW Financing, Life cycle cost Analysis, Financial Modeling & Forecasting, Setting User Rates, Budget Preparation.

Day 5 PM Exam on Basics of Finance

*\* Please ensure that you have submitted your program application*