

1065 Ahua Street  
Honolulu, HI 96819  
Phone: 808-833-1681 FAX: 839-4167  
Email: [info@gcahawaii.org](mailto:info@gcahawaii.org)  
Website: [www.gcahawaii.org](http://www.gcahawaii.org)



# GCA of Hawaii

GENERAL CONTRACTORS ASSOCIATION OF HAWAII

Quality People. Quality Projects.

## Date & Time:

Saturday, May 6<sup>th</sup> and 13<sup>th</sup>, 2017

8:00 a.m. to 4:00 p.m.

“Participants must complete all sessions in order to obtain certificate.”

## Location:

GCA Conference Room  
1065 Ahua Street, Honolulu

## Cost:

\$295 for GCA members  
\$395 for non-members

**Register**

## Instructor:

Glenn Nohara  
President of Genba Hawaii, Inc.

## DEADLINE: April 21, 2017

Class space is limited and reserved on a first come, first served basis.

**Please note!!** No refund will be provided if you cancel after the deadline, however you may transfer your registration to another employee within your organization.

The General Contractors Association of Hawaii is proud to present:

## AGC'S SUPERVISORY TRAINING PROGRAM

The Associated General Contractors of America's Supervisory Training Program (STP) is a construction-specific training curriculum developed, updated and field-tested by and for contractors. Supervisory skill—or the lack of it—directly affects every company's bottom line. You make your money in the field, and STP can help you improve your organization's bottom line.

The comprehensive 6-course program focuses on the knowledge and skills that every supervisor must have to be an effective manager of people, time, equipment and materials. Please visit [www.agc.org/STP](http://www.agc.org/STP) for the complete program.

### Unit 2 | Oral and Written Communication (2015 Edition)

This course presents a body of knowledge and skills that today's construction supervisors need in order to be effective communicators on their job site.

- Effective communication
- Learning to listen
- Carrying on conversations
- Persuasion, negotiation, and confrontation
- Communicating with your crew
- Putting it in writing
- Meetings that work
- Electronic communication
- Improving communication

### Who is STP for?

STP has been the professional development resource of choice for more than 150,000 construction supervisors and managers in the United States. Individuals attending STP courses include anyone on a construction jobsite in a supervisory role from the new supervisor and foreman to the experienced superintendent.

### Program Completion Certificate

Upon successful completion of each individual STP course, participants will receive a course certificate. Course participants who complete STP Units 1-6, can submit an STP Completion Certificate Application to AGC of America in order to receive the AGC STP Certificate of Completion. Courses do not have to be taken in numerical order. All who complete the full program will be honored at a GCA Membership Meeting where their commitment and accomplishment will be recognized by the industry.

*Please see attached for the registration form.*

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The General Contractors Association of Hawaii Presents:

## AGC'S SUPERVISORY TRAINING PROGRAM

### Unit 2 | Oral and Written Communication (2015 Edition)

#### Registration Form

*If you did not receive a confirmation, please call 833-1681.*

NAME:		Email:	
NAME:		Email:	
CONTACT:		Email:	
COMPANY:			
ADDRESS:			
CITY:		STATE/ZIP:	
PHONE/FAX:		Cell:	

**LOCATION:** The course will be held at GCA Conference Room, 1065 Ahua Street, Honolulu, HI 96819

**DATE:** Saturday, May 6<sup>th</sup> and 13<sup>th</sup>, 2017

**TIME:** 8:00 a.m. to 4:00 p.m.

“Participants must complete all sessions in order to obtain certificate.”

Registration fee includes Participant’s Manual and lunch.

**PAYMENT INFORMATION:** (Payment must accompany registration to secure seat)

**Registration Deadline and Cancellation policy:**

The registration deadline for this program is April 21, 2017. Full refunds will be made for cancellations received prior to that date. After that date, no refunds will be granted. Replacements accepted.

<b>Registration Fees:</b>		<b>TOTAL:</b>	
<input type="checkbox"/>	\$295 for members (bill company) Includes Participant’s Manual	<input type="checkbox"/>	\$395 for non-members Includes Participant’s Manual
<input type="checkbox"/>	Enclosed is a check for	Make check payable to GCA of Hawaii	
<input type="checkbox"/>	Charge credit card on file		
<input type="checkbox"/>	Charge my credit card (See attached CC Form)		

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**PLEASE FAX WITH YOUR  
 REGISTRATION FORM TO:  
 839-4167**

<b>CREDIT CARD AUTHORIZATION FORM</b>			
NAME ON CARD:			
COMPANY:			
BILLING ADDRESS:			
CITY:		STATE/ZIP:	
PHONE/ FAX:			
AMOUNT:			
CREDIT CARD TYPE:			
<input type="checkbox"/> VISA	<input type="checkbox"/> MC	<input type="checkbox"/> AMEX	<input type="checkbox"/> DISCOVER
CARD NUMBER:			
EXP. DATE:		CODE:	
EVENT & LOCATION:			
DATE OF EVENT:			
SIGNATURE:		DATE:	
CONTACT PERSON			

<input type="checkbox"/> Check box to request credit card receipt to be emailed @ _____
<input type="checkbox"/> Check box to request original credit card receipt to be mailed.
<input type="checkbox"/> Check box to request copy of credit card receipt to be faxed.

<i>FOR GCA OFFICE ONLY:</i>
<i>RECEIVED BY:</i>
<i>DATE:</i>