

# Successful Construction Project Administration

Civil and Construction Management

## Course Overview

Successful Construction Project Administration: a 5-day professional training course from LTC Consultants, delivered in-classroom across Africa and live online.

## What You Will Achieve

- Explain the core principles and current good practice in Successful Construction Project Administration
- Apply practical tools and techniques for Successful Construction Project Administration in your own organisation
- Analyse real-world scenarios and select the right approach with confidence
- Avoid the common pitfalls that undermine Successful Construction Project Administration in practice
- Build a personal action plan to implement what you have learned

## Who Should Attend

Directors, senior managers, heads of department, team leaders and high-potential professionals preparing for greater leadership responsibility.

## Course Outline

1. Foundations of Successful Construction Project Administration: principles, terminology and context
2. The business case: why Successful Construction Project Administration matters to performance
3. Core tools, frameworks and methods
4. Applying the tools: guided case study and exercises
5. Common pitfalls and how experienced practitioners avoid them
6. Working with stakeholders: communication and influence
7. Measuring results and continuous improvement
8. Personal action planning and course review

## Upcoming Dates and Fees

| DATES                | VENUE    | FEE (PER DELEGATE) |
|----------------------|----------|--------------------|
| 23 to 27 Nov 2026    | Cairo    | <b>\$1,395</b>     |
| 30 Nov to 4 Dec 2026 | Online   | <b>\$750</b>       |
| 7 to 11 Dec 2026     | Pretoria | <b>\$1,650</b>     |

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**LTC Consultants**

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Every delegate receives a Certificate of Attendance. Group and in-house rates available on request.