

HKICM Professional Assessment Workshop 2019

(Preparatory Workshop for Candidates applying for HKICM Corporate Membership)

Event Details

Date	:	18 May 2019 (Saturday)
Time	:	2:00 pm to 5:00 pm (total 3 hours)
Venue	:	HKICM Conference Room, Rooms 801-2, On Lok Yuen Building, 25 Des Voeux Road Central, Hong Kong
Fee	:	HK\$300 for members (incl. Associate Class, Construction Supervisor Class, Graduate Class, Student Class) HK\$500 for non-members
CPD Hours	:	3 hours (CPD Certificate of Attendance to be sent by e-mail to the attendees after the workshop)
Language	:	Cantonese supplemented by English
Capacity	:	20 persons max. (On first-come-first-served basis)
Registration Deadline	:	15 May 2019 (Wednesday)
On-line Registration	:	Please 《click here》 (confirmation e-mail will be sent to successful registrants in due course).

Trainers

Experienced PA Assessors of HKICM are invited as Key Speaker and Guest Assessors of the workshop as well as the mock interviews respectively, namely:

Key Speaker	:	Cr WONG Ming-fai, Tomy
Guest Assessors	:	Cr LI Tak-hong, Dick Cr CHAN Pui-fung Cr NG Wai Hung, Henry Cr CHENG Wai Tak, Alvin Cr CHAN Lai-kei, Anthony

Introduction

Corporate membership of the Hong Kong Institute of Construction Managers (HKICM or Institute) is open to construction practitioners with relevant academic qualifications and working experience who are able to discharge their duties and responsibilities as a professional construction manager in a competent manner.

The Institute will only admit candidates as corporate members provided that they have attained the required academic qualification and experience in construction management and then satisfactorily passed the Professional Assessment (PA) which comprising of three parts

namely, the Test Paper, Presentation and Professional Interview. The judgment of assessors about the candidate's performance in the PA would be critical whether his/her corporate membership application would be accepted.

Programme Overview

Successfully demonstrating your professional competence as a professional construction manager is a key in passing the PA for the class of HKICM Member. This workshop aims to help candidates to better equip themselves in preparation for the PA, including familiarization with the PA process and procedure, a better understanding of the requirements and techniques in document submission and attending the professional interview.

The workshop, which will facilitate candidates in preparing for the HKICM Professional Assessment, is in two sessions lasting for a total of three hours.

The first session will include a brief introduction of HKICM, an overview of the PA process covering the guidance notes for candidates, application process, document submission, knowledge and competencies required.

The second session will concentrate in both the presentation and essay writing skill, interview technique and assessment criteria. It will be delivered in the form of experience sharing, question-and-answer. Simulated interview session by experienced PA Assessors through a practical approach.

Programme Contents

(Programme handouts and presentation notes to be provided)

1st Session - Lecture (1.0 hour)

- » Brief introduction of HKICM
- » Highlights of PA process and procedures for the class of Member
- » Preparation of submission documents, including Training & Experience (T&E) Report
- » An overview of the competence domains:
 - Occupational Competence
 - Management Competence
 - Commitment to Professionalism
- » Understanding of the assessment process:
 - The Interview Structure
 - The Test Paper
- » The Assessment Benchmark
 - The Competence
 - The Written Essay
 - The Final Assessment

2nd Session – Mock Interview (1.5 hours)

- » Understanding more about the assessors' perspective and expectation
- » General hints in preparing the PA (essay, presentation and interviewing skills)
- » Tips for dos' and don'ts' for professional assessment
- » Key to success in the Professional Interview
- » Review of sample essay questions of the Test Papers
- » Assessment criteria and grading system of the PA
- » Mock Interview

3rd Session – Q&A Session (0.5 hour)

- » Q& A Session

Course Structure

Lecture	:	1.0 hour
Mock Interview	:	1.5 hours
Q&A Session	:	<u>0.5 hour</u>
Total Duration	:	<u>3.0 hours</u>

Registration & Enquiry

The number of participants is limited to **20** on a first-come first-served basis with **priority given to those who are attending the professional assessment in the coming 12 months**. For registration, please complete the online enrollment form 《 [click here](#) 》 and successful applicants will be noticed individually. For enquiries, please contact the HKICM Secretariat Office at Tel: (852) 2523 2081 or E-mail: info@hkicm.org.hk.

Disclaimer:

The Workshop is organized in CPD nature with a view to enriching attendees' knowledge in construction manager's perspectives and enhancing the skill and technique in presentation including interview. There is no guarantee for success of the professional assessment and the outcome is subject to the individual's experience, competence and performance during the assessment. The HKICM should not be held responsible or liable and would not accept any responsibilities and liabilities whatsoever for the outcome of the attendees' result in his / her professional assessment.

Regards
HKICM Secretariat
6 May 2019