McGEE
A Specialist Engineering Contractor

M - Mandatory
O - Optional

TRAINING MATRIX

Job titles	Job titles	QUALIFICATIONS						MEMBERSHIPS					CERTIFICATIONS				ASBESTOS										COMMERCIAL							
		NVQ Level 2 - TRADE	NVQ Level 2 - PLANT CPCS/NPQR	NVQ Level 3 - SUPERVISOR	NVQ L4 Asbestos Manager	NVQ Level 5 Diploma in H & S	HNC/HND ONC / Degree Apprenticeship Standard, SSC Mapping, NVQ Level 4 - Level 6 MANAGEMENT	Institute of Engineers (ICE)	IEMA	IOSH	Chartered Institute of Surveyors (RICS)	Institute of Demolition Engineers (IDE) Member	CSCS	CISRS (Scaffold)	CCDO (Demolition Awareness)	CPCS	Asbestos Awareness	ARCA - Asbestos Removal Operative	ARCA - Asbestos Removal Operative Refresher	ARCA - Asbestos Removal Supervisor Course	ARCA - Asbestos Removal Supervisor Refresher Course	ARCA – Licensed Contract Manager Workshop	ARCA – Licensed Contract Manager Update Workshop	ARCA –Personal Air Monitoring Workshop	ARCA – Air Management Workshop	ARCA – Use, Inspection and Routine Maintenance of PPE	Commercial Awareness - TBC	Commercial Awareness - NON Commercial Staff - TBC	Design Responsibilities TBC	Dispute Resolution and Avoidance TBC	Mock adjudication - TBC	Extension of Time, Programming and Progress Reporting TBC	Introduction to Contract Law TBC	Introduction to Standard Forms of Contract TBC
	Duration	n/a	n/a	n/a	n/a	n/a		n/a	n/a	n/a	n/a	n/a	3-5 yrs.	3-5 yrs.	3-5 yrs.	3-5 yrs.	1/2 day	3 days	1 day	3 days	1 day	2 days	1 day	2.5 hrs	1 year	2.5 hrs	tbc	tbc	tbc	tbc	tbc	tbc	tbc	tbc
	Expiry (years)																1 year	1 year	1 year	1 year	1 year	1 year	1 year	1 year	1 year	3 yrs.	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Admin.	Accounts Clerk																																	
	Contracts Co-Ordinator																																	
	Credit Controller																																	
	Executive PA																																	
	Financial Controller																											M						
	Hire Desk Controller																																	
	HR Administrator																																	
	Management Accountant																											M						
	Marketing Assistant																																	
	Plant Administrator																																	
	Procurement Clerk																											M						
	Procurement Manager																											M						
	Receptionist																																	
	Senior Project Coordinator																																	
	Service Parts Coordinator																																	
	Site Admin												M																					
	Transport Administrator																																	
Asbestos	Asbestos Contracts Manager			M									M		O								M	M										
	Asbestos Removal Op	M											M		O				M	M					O	O	O							
	Asbestos Administrator												O				O																	
	Asbestos Compliance Manager			M									M									M	M		M	M	M							
	Asbestos Office Manager												O				O					O	O											
	Asbestos Supervisor		M										M		O					M	M				M	M	M							
Commercial	Commercial Manager					M					O		M															O		O	M	M	M	M
	Senior Quantity Surveyor					M					O		M															O		M	M	M	M	M
	Quantity Surveyor					M					O		M															M		M	M	M	M	M
	Grad Quantity Surveyor					M					O		M															M		M	M	M	M	M
	Trainee Quantity Surveyor					M					O		M															M		M	M	M	M	M
Demo	Demolition Operative						M								M		M																	
	Burner	M														M	M																	
	Topman Burner	M														M	M																	
	Demolition Supervisor			O								O			M		M																	
	Demolition Manager						O					O			M		M																	
Golf	Assistant Greenkeeper																																	
	Clubhouse Staff																																	
	Green Keeper																																	
	Head Greenkeeper																																	
Engineer	Design Engineer					M		O					M																					
	Grad Civil Engineer					M		O					M															M			M		O	
	Head of Construction Engineering					M		O					M																					
	Chief Engineer					M																												
	Graduate Design Engineer					M																						M			M		O	
	Project Engineer					M		O					M					M										O						
	Senior Design Engineer					M		M					M																					
	Site Engineer					M		O					M					M																
	Trainee Engineer												M															M			M		O	
Preconstruction	Pre Construction Engineer					M		O				O	M															O		O	O		O	O
	Pre Construction BID Manager					M							O															O		O	O		O	O
	Pre Construction Planner					M							O															O		O	O		O	O
	Pre Construction Estimator					M		O				O	O															O		O	O		O	O
	Technical Lead					M		M				O	M															O		O	O		O	O
	BID Writer					M							O															O		O	O		O	O
	BIM / Visualisation					M							O															O		O	O		O	O
Proct. - Mgmt.	Construction Manager			O	O			O				O	M					M										O						
	Contracts Manager			O	O			O				O	M					O										O						
	Operations Manager			O	O			O				O	M															O						
	Project Manager			O	O			O				O	M					M										O						
	Site Manager			O	O			O				O	M					O										O						
Snr. Mng.	Contracts Director												M															O						
	Director							O				O	O															O						
	Financial Director												O															O						
	Head of Civils and Structures												M															O						
	Head of Demolition											M	M															O						
	Head of Human Resources												O															O						
	Head of Learning & Development												O															O						
	Head of Piling												M															O						
	Head Of Recruitment												O															O						
	Head of Social Responsibility								M				O															O						
	Health and Safety Director									M			M															O						
	Operations Director												M															O						
Technical Mng.	3D Modeller																											O						
	CAD Operator																											O						
	Environmental Advisor								M				M					O										O						
	Health & Safety Advisor			O	O					M			M					M										O						
	Health & Safety Manager			O	O					M			M					M										O						
	IT Support																											O						
	Lifting Operations Manager												M															O						
	Planner												O															O						
	Plant Manager																											O						
	QA Manager												M															O						
	Site Services Manager																											O						
	Transport Manager																											O						
Trade & Labour	1st - 2nd Fix Carpenter	M											M																					
	Basic Labourer - apprentice												M																					
	Bricklayer	M											M																					
	Carpenter Foreman	M											M																					
	Carpenter Labourer	M											M																					
	Carpenter Labourer Supervisor	M	M										M																					
	Carpenter Supervisor	M	M										M																					
	Cleaner												M																					
	Concrete Finisher	M											M																					
	Concrete Foreman	M											M																					
	Concrete Labourer	M											M																					
	Concrete Specialist	M											M																					
	Experienced Supervisor	M	M										M																					
	Foreman - Ganger	M											M																					
	Ground Worker	M											M																					
	Labourer Groundworker	M											M																					
	Labourer RC & Civils	M											M																					
	Miner	M											M																					
	Pipelayer	M											M																					
	Shuttering Carpenter	M											M																					

Job titles	Job titles	DEMOLITION															E-LEARNING																	
		CCDO Chargehand	CCDO Chargehand Refresher	CCDO Demolition Labourer	CCDO Demolition refurbishment operative	CCDO Demolition Site Visitor	CCDO Demolition Topman course	CCDO Demolition Manager	CCDO Demolition Manager Refresher	CCDO Demolition Supervisor	CCDO Demolition Supervisor Refresher	Non-Licensed Asbestos Removal	Carbon Sustainability - TBC	Competition Law	Creating Presentation Support Materials	Cyber Security - TBC	Data protection GDPR	Display Screen Equipment (DSE)	Equality and Diversity	Fraud, Bribery and Corruption	Introduction to IMS - TBC	In the Office - TBC	Introduction to Mental Health Awareness - TBC	Leading Meetings	Making Presentations Powerful	McGee Traffic Marshall	Reporting Non-Conformance - TBC
	Duration	2 days	1 day	1 day	2 day	1 day	3 day	5 days	1 day	5 days	1 day	1 day	tbc	20 min	30 min	tbc	30 min	30 min	45 min	20 min	tbc	15 min	30 min	30 min	30 min	15 min	tbc
	Expiry (years)	3-5 yrs.	3-5 yrs.	5 yrs.	3-5 yrs.	5 yrs.	3-5 yrs.	3-5 yrs.	3-5 yrs.	3-5 yrs.	3-5 yrs.	1 year	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Admin.	Accounts Clerk													M	M	O	M	M	O	M	M	M	M	M			
	Contracts Co-Ordinator													M	M	O	M	M	O	M	M	M	M	M			
	Credit Controller													M	M	O	M	M	O	M	M	M	M	M			
	Executive PA													M	M	O	M	M	O	M	M	M	M	M			
	Financial Controller													M	M	O	M	M	O	M	M	M	M	M			
	Hire Desk Controller													M	M	O	M	M	O	M	M	M	M	M			
	HR Administrator													M	M	O	M	M	O	M	M	M	M	M			
	Management Accountant													M	M	O	M	M	O	M	M	M	M	M			
	Marketing Assistant													M	M	O	M	M	O	M	M	M	M	M			
	Plant Administrator													M	M	O	M	M	O	M	M	M	M	M			
	Procurement Clerk													M	M	O	M	M	O	M	M	M	M	M			
	Procurement Manager													M	M	O	M	M	O	M	M	M	M	M			
	Receptionist													M	M	O	M	M	O	M	M	M	M	M			
	Senior Project Coordinator													M	M	O	M	M	O	M	M	M	M	M			
	Service Parts Coordinator													M	M	O	M	M	O	M	M	M	M	M			
	Site Admin					M								M	M	O	M	M	O	M	M	M	M	M			
	Transport Administrator													M	M	O	M	M	O	M	M	M	M	M			O
Asbestos	Asbestos Contracts Manager													M	M	O	M	M	O	M	M	M		M	O	O	
	Asbestos Removal Op													M										M			
	Asbestos Administrator													M	M	O	M	M	O	M	M			M			
	Asbestos Compliance Manager													M	M		M	M	O	M	M			M			
	Asbestos Office Manager													M	M		M	M	O	M	M			M			
	Asbestos Supervisor													M	M		M	M	O	M	M	M		M			
Commercial	Commercial Manager												O		O	M	M	M	O	O				M	O	O	
	Senior Quantity Surveyor												O		M	M	M	M	O	O				M	O	O	
	Quantity Surveyor												M		M	M	M	M	M	M				M	O	O	
	Grad Quantity Surveyor												M		M	M	M	M	M	M				M	M	M	
	Trainee Quantity Surveyor												M		M	M	M	M	M	M				M	M	M	
Demo	Demolition Operative				M	M		M				O												M			
	Burner							M				O												M			
	Topman Burner							M				O												M			
	Demolition Supervisor	M	M							M	M	O		M	M	O								M			
	Demolition Manager								M	M		O		M	M	O								M	O	O	
Golf	Assistant Greenkeeper													M										M			
	Clubhouse Staff													M	M		M	M	O	M	M	M		M			
	Green Keeper													M										M			
	Head Greenkeeper													M	M	O	M	M	O	M	M	M		M	O	O	
Engineer	Design Engineer													M	M	O	M	M	O	M	M	M		M	O	O	
	Grad Civil Engineer													M	M	O	M	M	O	M	M	M		M	M	M	
	Head of Construction Engineering													M	M	O	M	M	O	M	M	M		M	O	O	
	Chief Engineer													M								M					
	Graduate Design Engineer													M								M					
	Project Engineer													M	M	O	M	M	O	M	M	M		M	O	O	
	Senior Design Engineer													M	M	O	M	M	O	M	M	M		M	O	O	
	Site Engineer													M	M	O	M	M	O	M	M	M		M	O	O	
	Trainee Engineer													M	M	O	M	M	O	M	M	M		M	M	M	
Preconstruction	Pre Construction Engineer													M	M	O	M	M	O	M	M	M		M	O	O	
	Pre Construction BID Manager													M	M	O	M	M	O	M	M	M		M	O	O	
	Pre Construction Planner													M	M	O	M	M	O	M	M	M		M	O	O	
	Pre Construction Estimator													M	M	O	M	M	O	M	M	M		M	O	O	
	Technical Lead													M	M	O	M	M	O	M	M	M		M	O	O	
	BID Writer													M	M	O	M	M	O	M	M	M		M	O	O	
	BIM / Visualisation													M	M	O	M	M	O	M	M	M		M	O	O	
Proct. - Mgmt.	Construction Manager													M	M	O	M	M	O	M	M	M		M	O	O	
	Contracts Manager													M	M	O	M	M	O	M	M	M		M	O	O	
	Operations Manager													M	M	O	M	M	O	M	M	M		M	O	O	
	Project Manager													M	M	O	M	M	O	M	M	M		M	O	O	
	Site Manager													M	M	O	M	M	O	M	M	M		M	O	O	
Snr. Mng.	Contracts Director													M	M	O	M	M	O	M	M	M		M	O	O	
	Director													M	M	O	M	M	O	M	M	M		M	O	O	
	Financial Director													M	M	O	M	M	O	M	M	M		M	O	O	
	Head of Civils and Structures													M	M	O	M	M	O	M	M	M		M	O	O	
	Head of Demolition													M	M	O	M	M	O	M	M	M		M	O	O	
	Head of Human Resources													M	M	O	M	M	O	M	M	M		M	O	O	
	Head of Learning & Development													M	M	O	M	M	O	M	M	M		M	O	O	
	Head of Piling													M	M	O	M	M	O	M	M	M		M	O	O	
	Head Of Recruitment													M	M	O	M	M	O	M	M	M		M	O	O	
	Head of Social Responsibility													M	M	O	M	M	O	M	M	M		M	O	O	
	Health and Safety Director													M	M	O	M	M	O	M	M	M		M	O	O	
	Operations Director													M	M	O	M	M	O	M	M	M		M	O	O	
Technical Mng.	3D Modeller													M	M	O	M	M	O	M	M	M		M	O	O	
	CAD Operator													M	M	O	M	M	O	M	M	M		M	O	O	
	Environmental Advisor													M	M	O	M	M	O	M	M	M		M	O	O	
	Health & Safety Advisor													M	M	O	M	M	O	M	M	M		M	O	O	
	Health & Safety Manager													M	M	O	M	M	O	M	M	M		M	O	O	
	IT Support													M	M	O	M	M	O	M	M	M		M	O	O	
	Lifting Operations Manager													M	M	O	M	M	O	M	M	M		M	O	O	
	Planner													M	M	O	M	M	O	M	M	M		M	O	O	
	Plant Manager													M	M	O	M	M	O	M	M	M		M	O	O	
	QA Manager													M	M	O	M	M	O	M	M	M		M	O	O	
	Site Services Manager													M	M	O	M	M	O	M	M	M		M	O	O	
	Transport Manager													M	M	O	M	M	O	M	M	M		M	O	O	O
Trade & Labour	1st - 2nd Fix Carpenter													M								M					
	Basic Labourer - apprentice													M								M					
	Bricklayer													M								M					
	Carpenter Foreman													M								M					
	Carpenter Labourer													M								M					
	Carpenter Labourer Supervisor													M								M					
	Carpenter Supervisor													M								M					
	Cleaner													M								M					
	Concrete Finisher													M								M					
	Concrete Foreman													M								M					
	Concrete Labourer													M								M					
	Concrete Specialist													M								M					
	Experienced Supervisor													M								M					
	Foreman - Ganger													M								M					
	Ground Worker													M								M					
	Labourer Groundworker													M								M					
	Labourer RC & Civils													M								M					
	Miner													M								M					
	Pipelayer													M								M					
	Shuttering Carpenter													M								M					

Job titles	Job titles	ENGINEERING										FIRST AID			HEALTH AND SAFETY																			
		Introduction to Concrete	BIM Software (Autodesk, Bentley, Visualisation - TBC	CDM for Designers	Creative Thinking	Grafatec Design software	Grafatec Advanced Design software	ISO BIM	Setting out & Surveying TBC	Structural Design	Temporary Works for Designers	First Aid at Work	First Aid at Work Ref.	Mental Health First Aid	Front Line Supervisor Assessment	Plant Assessment	Site Specific Induction	Abrasive Wheels	Avoiding Underground Services (CAT & Genny)	Bitumenous Lineage - TBC	Confined Space Awareness	Face Fit Tester	Fire Marshall	Hand and Safety Awareness for Commercial - TBC	Light Health and Safety for the Desktop TBC	Manual handling	New Roads & Street Works (NRSWA) - Op. / Sup.	Site Safety TBC pass Awarnes	Traffic Egnoidance TBC	Spill Kit Training	Temporary Works Awareness TBC	Traffic Marshall	Tower Crane Rescue	Working at height	Working at height Rescue
	Duration	2 days	tbc	tbc	tbc	1 day	2 days	1 day	2 days	tbc	2 days	3 days	2 days	2 days	1 hrs	1 hrs	2.5 hrs	1/2 day	1 day	1/2 day	1/2 day	1/2 day	1/2 day	1/2 day	1/2 day	1/2 day	5 days	tbc	1 day	1/2 day	1/2 day	1 day	1/2 day	1 day
	Expiry (years)	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	3 yrs.	3 yrs.	n/a	n/a	n/a	n/a	5 yrs.	3 yrs.	n/a	5 yrs.	5 yrs.	5 yrs.	5 yrs.	5 yrs.	5 yrs.	5 yrs.		5 yrs.	6 yrs.	5 yrs.	5 yrs.	5 yrs.	5 yrs.
Admin.	Accounts Clerk											O	O	O					M								M							
	Contracts Co-Ordinator											O	O	O					M															
	Credit Controller											O	O	O					M								M							
	Executive PA											O	O	O					M															
	Financial Controller											O	O	O					M															
	Hire Desk Controller											O	O	O					M								M							
	HR Administrator											O	O	O					M								M							
	Management Accountant											O	O	O					M								M							
	Marketing Assistant											O	O	O					M								M							
	Plant Administrator											O	O	O					M								M							
	Procurement Clerk											O	O	O					M								M							
	Procurement Manager											O	O	O					M								M							
	Receptionist											O	O	O					M				O											
	Senior Project Coordinator											O	O	O					M								M							
	Service Parts Coordinator											O	O	O					M								M							
	Site Admin											O	O	O					M				O				M							
	Transport Administrator											O	O	O					M								M							
Asbestos	Asbestos Contracts Manager											O	O	O			M		M			M				M			O				O	O
	Asbestos Removal Op											O	O	O			M		M			M	O			M							O	O
	Asbestos Administrator																																	
	Asbestos Compliance Manager																																	
	Asbestos Office Manager																																	
	Asbestos Supervisor											O	O	O	M		M		M			M				M					M		O	O
Commercial	Commercial Manager											O	O	O			M		M										O					
	Senior Quantity Surveyor											O	O	O			M		M										O					
	Quantity Surveyor											O	O	O			M		M															
	Grad Quantity Surveyor											O	O	O			M		M															
	Trainee Quantity Surveyor											O	O	O			M		M															
Demo	Demolition Operative											O	O	O			M					M	O			M							O	O
	Burner											O	O	O			M		O			M				M				O			O	O
	Topman Burner											O	O	O			M		O			M				M				O			O	O
	Demolition Supervisor											O	O	O	M		M					M				M					M		O	O
	Demolition Manager											O	O	O			M					M				M			M				O	O
Golf	Assistant Greenkeeper											O	O	O					M							M								
	Clubhouse Staff											O	O	O					M							M								
	Green Keeper											O	O	O					M							M								
	Head Greenkeeper											O	O	O					M							M								
Engineer	Design Engineer			M	M	M	M	M		M	M	O	O	O					M								M							
	Grad Civil Engineer	M							M			O	O	O			M	O	M															
	Head of Construction Engineering											O	O	O					M								M							
	Chief Engineer											O	O	O																				
	Graduate Design Engineer											O	O	O																				
	Project Engineer											O	O	O			M										M							
	Senior Design Engineer			M	M	M	M	M		M	M	O	O	O					M								M							
	Site Engineer											O	O	O			M	O	M								M							
	Trainee Engineer	M							M			O	O	O			M	O	M															
Preconstruction	Pre Construction Engineer				O					M	M	O	O	O					M								M							
	Pre Construction BID Manager				O							O	O	O					M								M							
	Pre Construction Planner				O							O	O	O					M								M							
	Pre Construction Estimator				O							O	O	O					M								M							
	Technical Lead				O					M	M	O	O	O					M								M							
	BID Writer				O							O	O	O					M								M							
	BIM / Visualisation	M			O	M	M	M				O	O	O					M								M							
Proct. - Mgmt.	Construction Manager											O	O	O	M		M		M								M						O	O
	Contracts Manager											O	O	O			M		M								M							
	Operations Manager											O	O	O			M		M								M						O	O
	Project Manager											O	O	O			M		M								M						O	O
	Site Manager											O	O	O	M		M	O	M								M						O	O
Snr. Mng.	Contracts Director											O	O	O			M		M					M			M							
	Director											O	O	O			M		M					M										
	Financial Director											O	O	O			M		M					M										
	Head of Civils and Structures											O	O	O			M		M					M			O							
	Head of Demolition											O	O	O			M		M					M			M							
	Head of Human Resources											O	O	O			M		M					M										
	Head of Learning & Development											O	O	O			M		M					M										
	Head of Piling				

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