



615-900-1000

Class Date:

May 28-31, 2024

Location:

Murfreesboro-
840 Commercial Ct.

Submit with payment to:

TAUD Training Station
P.O. Box 2529
Murfreesboro, TN 37133
Fax: 615-898-8283

We accept VISA, AMEX,
Discover & MasterCard

Public Works Supervision- 4 Day

Offered by TPWI- Tennessee Public Works Institute

CE- None
OE- None

Good workers are sometimes promoted into supervisory roles with little or no supervisory experience. This can be a difficult and cumbersome responsibility without guidance. Most training entities focus on the technical aspects of the industry and supervisory training opportunities are not to be found. The TN Public Works Institute is offering the Public Works Supervision Class at the TAUD Training Station and providing an opportunity for a limited number of TAUD members to attend.

Registration will be cut off on May 15 so register now if interested.

Class description:

Personality Types and How They Affect the Workplace, Nature of Supervision, Qualities of Leadership, Why Supervisors Must Be Good Communicators, Organizing & Planning, Effective Delegation, Nature of Change, Challenges in the Workplace, Developing Effective Employees & Work Teams, Risk Management

Cost: \$285 TAUD Members Only-

(payment is required upon registration)

Time: Class begins at noon on Tuesday and ends at noon on Friday.

-Wednesday-Thursday - 8:00 am to 5:00 pm

-Friday- 8:00 am to Noon.

- Tuesday's class may be held at a different (but convenient) location. Information on the location will be shared in advance of class.
- Lunch will be provided on Wednesday and Thursday.

Questions:

Dorothy Penuel
615-900-1000

dorothypenuel@taud.org

ONE REGISTRANT PER PAGE

Name _____

System/Company Name _____

Address _____

City _____ State _____ Zip Code _____

Phone (____) _____ - _____ E-mail _____

Credit Card #: _____ Amount: \$ _____

Exp Date: ___/___ Card Holder Name: _____

Billing Address: _____

Zip: _____ Signature: _____

Fax # or email for receipt: _____

Cancellation Policy: Registering for a class means that the registrant commits to attend this class (another person may be substituted). Registrants that do not show up for the class will be charged the full cost of the class unless cancellations are made in accordance with the following schedule:

15+ days prior to the class- No Fee (excluding study materials provided)

5-14 days prior to the class- Half fee (plus any study materials provided) Less than 5 days prior- Full Fees will be owed.

Note: only requests submitted in writing, email or fax will be accepted.