



## Gold Seal Certified Course

### COMMUNICATION SKILLS

This course is designed to teach owners, managers, and supervisors how to communicate effectively and efficiently. Participants will learn how to communicate properly through speaking, writing, body language, and listening; hone their skills on managing and controlling meetings; assertiveness training, anger and conflict management; and through correspondence and construction reports. The course is approximately 30 hours in length. In addition, those who successfully complete the program receive 5 credits toward the Canadian Construction Association Gold Seal program.

**Dates:** April 15, 16 & 17, 2010

**Location:** Merit Contractors Association, 112 – 131 Provencher Blvd, Winnipeg

<b>Cost:</b> Merit Manitoba members – <b>register prior to April 1, 2010</b>	<b>\$600.00 per person</b> , plus GST
Merit Manitoba members – register after April 1, 2010	\$800.00 per person, plus GST
Non-members – <b>register prior to April 1, 2010</b>	<b>\$700.00 per person</b> , plus GST
Non-members – register after April 1, 2010	\$900.00 per person, plus GST

Company: \_\_\_\_\_

Participants: \_\_\_\_\_  
 \_\_\_\_\_

Contact person: \_\_\_\_\_  
 (for confirmation)

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Merit Manitoba members	\$600.00 x _____		= \$ _____
	\$800.00 x _____		= \$ _____
Non-member company	\$700.00 x _____		= \$ _____
	\$900.00 x _____		= \$ _____
	GST (#87858 5272 RT0001)		= \$ _____

**Cheque enclosed in the amount of:**                      **Total = \$** \_\_\_\_\_

**Cheques payable to:** **Merit Contractors Association of Manitoba**  
 112 -131 Provencher Blvd  
 Winnipeg, MB R2H 0G2  
 Phone (204) 888-6202 Fax (204) 888-6204