

# NRMCA

## Workforce Development

Make your hard work pay off even more.



## CCSP III: January 15-17, 2019 | Silver Spring, MD

### Business for Profit: General Business Knowledge

General business knowledge is essential for staff at all levels of an organization, especially in the face of a struggling market trying hard to grow. Today's tough times call for smart, financially savvy and insightful sales staff. And that is exactly what **CCSP III: Business Skills Basics for Profit - General Business Knowledge** course does. Attendees learn to use basic cost accounting information and legal parameters that affect the ready mixed concrete industry. While this course benefits ready mix personnel in every department and at every level of the organization, it is particularly appropriate for sales managers and sales reps.

#### This course covers:

##### Understanding and Using Critical Ready Mix Concrete Financial Tools, including:

- Balance Sheet
- Income Statement
- Cash Flow Statement
- Critical ratio analyses

##### How to Analyze Costs of individual Projects, including:

- Controlling Costs: Analyzing material, delivery, plant costs while controlling fixed costs
- Cost principles to calculate profitable customer bids

##### Examination of Construction Finances and Legal Issues:

- Introduction to financing for private and public construction projects
- Critical factors to assure customer pays
- Legal issues affecting the industry
- Basics of the sales budget process
- Sales reps' bill collection liability
- Anti-trust compliance

Save \$100 Per Class  
When Registering  
1 Person  
for All 4 Classes



Register online at [www.NRMCA.org](http://www.NRMCA.org) or use the attached registration form

**Course Information Contact:** Shawnita Dickens, (240) 485-1154  
email: [sdickens@nrmca.org](mailto:sdickens@nrmca.org)

**Registration and Travel Information Contact:** Jessica Walgenbach,  
(240) 485-1152, email: [jwalgenbach@nrmca.org](mailto:jwalgenbach@nrmca.org)



This course is part of NRMCA's Seminars, Training and Education Programs, STEPS®, and earns you credit towards becoming a **CCPF**, a Certified Concrete Professional, The highest professional designation in the industry.



Co-Host State  
Maryland Ready Mixed  
Concrete Association

**NRMCA's CCSP MODULE III: BUSINESS SKILLS BASICS FOR PROFIT - GENERAL BUSINESS KNOWLEDGE**

Silver Spring, MD

Tuesday, January 15 – Thursday, January 17, 2019

Class: Tuesday – Wednesday 8am – 5pm; Thursday 8am – 12pm

Exam: Thursday 1pm – 3 pm

*NRMCA reserves the right to close registration in order to not exceed capacity, early registration is encouraged.*

Submit separate form for each registrant. Save a copy for your files.

Name/Title

Company

Address (No PO Boxes)

City/State/Zip

Phone/Fax /Email

Emergency Contact Name/Phone

Supervisor Name/Title

Address

City/State/Zip

Phone/Fax/Email

Special needs/dietary requirements

I will sit the exam on Thursday, January 17, 2019. Yes No

*This exam is optional but is required to fulfill the certification requirement*

**Registration Fees**

\$995 NRMCA Member  \$1395 Non-Members

**Group incentive for NRMCA Members only**

Register 3-5 Members and receive 10% off each registration

Register 6 or more members and receive 15% off each registration.

Please submit separate registration forms for all attendees.

**Payment Method:**

Check (make check payable to NRMCA)

Mail registration form and check to:

SunTrust Bank, c/o NRMCA

P.O. Box 79433

Baltimore, MD 21279

VISA  MasterCard  AmEx

**Card Number**

Exp. Date

CVV#

Name on Credit Card (print)

**Signature**

For credit card payment, fax form to:

Meetings. Dept., NRMCA, (301) 565-8200 or [meetings@nrmca.org](mailto:meetings@nrmca.org)

**Credit card or check, must accompany registrations. NRMCA no longer accepts P.O.#'s. Please provide a credit card number or check with all registrations.**

**Important:** NRMCA reserves the right to cancel this event. If cancelled, NRMCA will notify registrants via fax or e-mail by COB, **Friday, December 14, 2018.** (NRMCA will refund the entire registration fee, but is not responsible for airline and hotel reservation fees.) Class confirmations will be sent after this possible cancellation date. It is advisable not to make travel arrangements until you receive your confirmation. **You are responsible for making and paying for your own hotel and travel arrangements.**

**Please provide e-mail addresses for all requesting to receive registration confirmations:** (notification does not guarantee that class will run)

Email address

**Course Location:**

RMC Research & Education Foundation Center  
719 Ellsworth Drive  
Silver Spring, MD 20910

**Parking:** There is a public parking garage located next door to the training center. The cost is \$1 per hour. There is also metered parking available for \$0.25 per hour and parking is strictly enforced.

**Hotel Information:** NRMCA has not contracted a block of rooms for this event but suggests 3 hotels within a short walk of the course location.

DoubleTree by Hilton  
8727 Colesville Road  
Silver Spring, MD 20910  
Phone: (301) 589-5200

Hampton Inn Silver Spring  
8728 Colesville Road  
Silver Spring, MD 20910  
Phone: (301) 588-5887

Marriott Courtyard  
8506 Fenton Street  
Silver Spring, MD 20910  
Phone: (800) 627-7468

**Closest Airport:** There are 3 airports in the Metro Washington DC area. We suggest flying into BWI (Baltimore Washington International) or Reagan National (DCA). The third is Dulles (IAD).

**Return flights should NOT be made before 6pm on January 17, 2019 because of the exam schedule.**

**Airport Shuttle Info:** Transportation to and from airport can be made with Super Shuttle, (800) 258-3826. Shuttle reservations must be made in a minimum of 24 hours advance for either direction.

**Cancellation Policy:** Full cancellation refunds, less a \$100 administration fee, will be extended until **Friday, December 14, 2018.** All cancellations after that date will not be refunded. Fee cancellations cannot be transferred to a future class. Registration cancellations must be made in writing to:

NRMCA Meetings Dept.  
900 Spring Street  
Silver Spring, MD 20910  
Or, faxed to (301) 565-8200

Seminar follows all federal anti-trust guidelines.

This course earns credit towards a CCP<sup>®</sup> (Certified Concrete Professional) certification, the highest professional designation in the industry. For more information, visit [www.nrmca.org/steps](http://www.nrmca.org/steps)



For NRMCA Use Only

Date Processed: \_\_\_\_\_

Confirmation