higher education & training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA

NATIONAL CERTIFICATE (VOCATIONAL)

CONSTRUCTION SUPERVISION
NQF LEVEL 4

(12010474)

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09:00–12:00

This question paper consists of 6 pages.

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DEPARTMENT OF HIGHER EDUCATION AND TRAINING
REPUBLIC OF SOUTH AFRICA

NATIONAL CERTIFICATE (VOCATIONAL)
CONSTRUCTION SUPERVISION
NQF LEVEL 4
TIME: 3 HOURS
MARKS: 100

INSTRUCTIONS AND INFORMATION

1. Answer all the questions.
2. Read all the questions carefully.
3. Number the answers according to the numbering system used in this question paper.
4. Use only a black or blue pen.
5. Write neatly and legibly.

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QUESTION 1

1.1 Choose a term from COLUMN B that matches a description in COLUMN A. Write only the letter (A–L) next to the question number (1.1.1–1.1.10) in the ANSWER BOOK.

COLUMN A		COLUMN B	
1.1.1	Is in charge of the distribution of correspondence and notices and the payment of relevant taxes	A	hygiene factors
1.1.2	Organises the activities of the different trades people on site	B	site manager
1.1.3	Responsible for the oversight and control of the entire project	C	planning
1.1.4	These are factors that motivate an employee to perform better	D	organising
1.1.5	These are factors needed to ensure an employee does not become dissatisfied	E	site supervisor
1.1.6	Is the person or business who commissions the construction project	F	leading
1.1.7	Is the person who handles a construction projects from inception to end	G	nurturing
1.1.8	Setting of goals and converting them into specific plans	H	project manager
1.1.9	Focuses on guiding and training workers who lack skills	I	management cycle
1.1.10	Focuses on what tools, materials and workers are required to meet the goals	J	client
		K	office manager
		L	motivators

(10 × 1) (10)

1.2 Explain the main responsibility of the supervisor during the following processes:

1.2.1 Planning

1.2.2 Leading

1.2.3 Organising

1.2.4 Nurturing

1.2.5 Controlling

(5 × 1) (5)

1.3 List THREE main reasons for planning in any construction industries. (3)

1.4 Name TWO duties performed by unskilled workers at the site. (2)

[20]

QUESTION 2

2.1 Complete the following sentences by writing only the missing word or words next to the question number (2.1.1–2.1.4) in the ANSWER BOOK.

2.1.1 … can be defined as meeting certain minimum standards which results in the satisfaction of all stakeholders.

2.1.2 … is ensuring that products or services are not below standards when they are manufactured or when they are used by the customers.

2.1.3 … is the examination or measurement of work during construction to check whether specified standards are being achieved.

2.1.4 … is a leading global supplier of occupational risk management services and products that enhance client's business performance.

(4 × 1) (4)

2.2 State THREE main duties performed by the following:

2.2.1 Resident engineer

2.2.2 Clerk of works

(3 × 2) (6)

[10]

QUESTION 3

3.1 In construction, a rework can result from a variety of factors.

List SIX of such factors. (6)

3.2 Silos and hoppers are typical examples of confined spaces.

Give FOUR other typical examples of confined spaces in the construction industry. (4)

[10]

QUESTION 4

4.1 Discuss the following leadership styles:

4.1.1 Autocratic leadership

4.1.2 Democratic leadership

4.1.3 Laissez-faire leadership

(3 × 2) (6)

4.2 The importance of supervision on a construction site should not be ignored.

Briefly outline the importance of supervision on a construction site. (5)

4.3 You have been employed as a site manager at MZANZI CONSTRUCTION.

Draw up a monthly Health and Safety meeting notice to all construction workers at the site. (9)

[20]

QUESTION 5

5.1 Outline the rights of employees in terms of section 78 of the Basic Conditions of Employment Act. (5)

5.2 Define the term *unfair labour practice* and also give one example of unfair labour practice in the workplace. (2 + 1) (3)

5.3 A workplace forum has the right to be consulted by the employer during retrenchment of workers.

Mention SEVEN other situations where the employer can consult the workplace forum. (7)

[15]

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QUESTION 6

6.1 Briefly explain the importance of maintaining discipline on a construction site (3)

6.2 Define the following terms:

6.2.1 Allegations

6.2.2 Intimidation

(2 × 2) (4)

6.3 Interpersonal conflict occurs between two or more people in the workplace.

List FIVE causes of interpersonal conflict. (5)

6.4 Outline the effects of conflicts on productivity. (3)

[15]

QUESTION 7

7.1 Indicate whether the following statements are TRUE or FALSE by writing only 'True' or 'False' next to the question number (7.1.1–7.1.6) in the ANSWER BOOK.

7.1.1 Site instructions are necessary to be kept on site as they certify that the materials comply with the contract specification.

7.1.2 Delivery notes can also be used to request products and services from suppliers.

7.1.3 Variation orders are used to keep a record of all materials on a construction site.

7.1.4 Requisitions are used when an order is delivered by the supplier to the customer.

7.1.5 Purchase order form is used by the storekeeper during stock-taking process.

7.1.6 Bill of Quantities are used to monitor the delivery of goods and services from the suppliers.

(6 × 1) (6)

7.2 There are different types of information that can be recorded in a site diary.

Mention only FOUR of such type of information. (4)

[10]

TOTAL: 100

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