

Suggested  
Reading Lists



Level 3 Diploma in  
Site Supervisory  
Studies

Level 4 Certificate /  
Diploma in Site  
Management

---

## Suggested Reading Lists

### Level 3 Diploma in Site Supervisory Studies

### Level 4 Certificate / Diploma in Site Management

#### A few key points:

- Please note the following list is only a suggestion of textbooks that may assist you with your studies
- The list is by no means exhaustive and it is not compulsory to purchase any of the titles
- Whilst every effort has been made to ensure the following book details are correct the CIOB cannot guarantee the accuracy of the information provided
- The CIOB has a construction book ordering service which may be of use in purchasing construction related textbooks and can be found using the following link:

**[http://www.ciob.org.uk/ciob/siteRoot/Information/Construction\\_Books\\_Direct.aspx](http://www.ciob.org.uk/ciob/siteRoot/Information/Construction_Books_Direct.aspx)**

---

## Level 3 Diploma in Site Supervisory Studies

### Suggested Reading List

**Title** SITE SAFETY SIMPLIFIED  
**Author(s)** CITB  
**Publisher**  
**ISBN No.** 1-85751-0046

**Title** CONSTRUCTION SITE STUDIES: PRODUCTION, ADMINISTRATION AND PERSONNEL  
**Author(s)** Forster, G.  
**Publisher** Longman  
**ISBN No.** 0-582-01971-0

## Level 4 Certificate / Diploma in Site Management

### Suggested Reading List

#### *Highly Recommended*

**Title** ESSENTIAL MANAGER'S MANUAL  
**Author(s)** Robert Heller & Tim Hindle  
**Publisher** Dorling Kindersley  
**ISBN No.** 0-7513-0400 X

**Title** SITE MANAGEMENT (IYCB 2) HANDBOOK  
**Author(s)** Andersson C  
**Publisher** International Labour Office, Geneva 1996  
**ISBN No.** 92-2-1087530

**Title** SITE MANAGEMENT (IYCB 2)  
**Author(s)** Andersson C  
**Publisher** International Labour Office, Geneva 1996  
**ISBN No.** 92-2-1087549

**Title** CONSTRUCTION PLANNING, PROGRAMMING AND CONTROL  
**Author(s)** B Cooke & P Williams  
**Publisher** Blackwell  
**ISBN No.** 1-405121483

**Title** SURVEYING FOR CONSTRUCTION  
**Author(s)** William Irvine  
**Publisher** McGraw- Hill  
**ISBN No.** 0-07-707998-1

---

***Recommended***

- Title** CONSTRUCTION UK: AN INTRODUCTION TO THE INDUSTRY  
**Author(s)** Morton, R  
**Publisher** Blackwell Science (UK)  
**ISBN No.** 0-632-05852-8
- Title** CODE OF PRACTICE FOR PROJECT MANAGEMENT  
**Author(s)** CIOB  
**Publisher** Blackwell Science (UK)  
**ISBN No.** 1-4051-0309-4
- Title** INTRODUCTION TO BUILDING MANAGEMENT  
**Author(s)** Calvert, R and Bailey and Coles  
**Publisher** Butterworth-Heinemann  
**ISBN No.** 0-7506-0510-3
- Title** SITE SAFETY SIMPLIFIED  
**Author(s)** CITB  
**Publisher**  
**ISBN No.** 1857511085
- Title** SITE SURVEYING  
**Author(s)** Muskett, John  
**Publisher** Blackwell Science  
**ISBN No.** 0-632-03848-9
- Title** UNDERSTANDING JCT STANDING BUILDING CONTRACTS  
**Author(s)** Chappel, David  
**Publisher** Taylor & Francis  
**ISBN No.** 0-415-30631-0
- Title** THE INSTANT MANAGER: TOOLS AND IDEAS FOR PRACTICAL PROBLEM SOLVING  
**Author(s)** Charney, Cy  
**Publisher** Kogan  
**ISBN No.** 0-7494-3601-8
- Title** ESTIMATING AND TENDERING FOR CONSTRUCTION WORK  
**Author(s)** Brook, Martin  
**Publisher** Butterworth-Heinemann  
**ISBN No.** 0-7506-5864-9
- Title** LEE'S BUILDING MAINTENANCE MANAGEMENT  
**Author(s)** Lee , Reginald and Wordsworth, Paul  
**Publisher** Blackwell Science  
**ISBN No.** 0-632-05362-3
- Title** BUILDING MAINTENANCE (Macmillan Building and Surveying Series)  
**Author(s)** Seeley, Ivor H.  
**Publisher** Palgrave Macmillan  
**ISBN No.** 0-333-45701-3
-

---

<b>Title</b>	ENVIRONMENT AND SERVICES (Mitchell's Building Series)
<b>Author(s)</b>	Burberry, Peter
<b>Publisher</b>	Longman
<b>ISBN No.</b>	0-582-24521-4

### Level 4 and Further

#### Suggested Reading List

<b>Title</b>	CONSTRUCTION MANAGEMENT: PRINCIPLES AND PRACTICE
<b>Author(s)</b>	Griffith, Alan
<b>Publisher</b>	Palgrave Macmillan
<b>ISBN No.</b>	0-333-96878-6

---