



SCHOOL OF HIGHER EDUCATION LTD.

PRESENTS

Professional Development Course

IN

FACILITIES MANAGEMENT

Career of the Future

FACILITIES MANAGEMENT

COURSE TITLE:
FACILITIES MANAGEMENT

QUALIFICATION LEVEL:
PROFESSIONAL DEVELOPMENT CERTIFICATE

DELIVERY METHOD:
ONLINE

ENTRY CRITERIA:
OPEN ENTRY – No entry restrictions

AWARD:
CERTIFICATE OF COMPLETION

COST: TT\$ 2000.00 / US\$ 294.00



EARLY BIRD SPECIAL:
TT\$ 1500.00 / US\$ 220.00
Before August 15th, 2023

COURSE SCHEDULE / TIMETABLE:

Monday 28th August, 2023
6:00 PM - 8:00 PM

Wednesday 30th August, 2023
6:00 PM - 8:00 PM

Monday 4th September, 2023
6:00 PM - 8:00 PM

Wednesday 6th September, 2023
6:00 PM - 8:00 PM

Monday 11th September, 2023
6:00 PM - 8:00 PM

Wednesday 13th September, 2023
6:00 PM - 8:00 PM

FACILITIES MANAGEMENT

OVERVIEW

Did you know that the global Facilities Management industry is expected to be worth over US\$64 billion by 2023?

Furthermore, the US national salary for a Facility Manager can range between US\$44,000 and \$76,000 per year.

Today, there are countless opportunities in Facilities Management across all sectors and businesses and entry into this profession is relatively easy.

Let the School of Higher Education help you seize these opportunities with internationally recognized certification.

Become a certified Facilities Management Professional as we teach you the fundamentals of:

- Redefining physical and now virtual workspaces to be more pleasing and productive as well as decreasing the company's carbon footprint).
- Ensuring that the organization facilities meet the needs of its employees, customers and operations.
- Security, maintenance and services of the organization.

The future of Facilities Management is right now!!!

FACILITIES MANAGEMENT

TARGET AUDIENCE

The course targets professionals engaged in:

- ❖ Construction Professionals
- ❖ Electrician
- ❖ Air conditioning and refrigeration Professionals
- ❖ Mechanical Professional,
- ❖ Facilities Management staff
- ❖ IT,
- ❖ Marketing
- ❖ Sales
- ❖ Logistics,
- ❖ User Department that interacts with Facilities Management staff on a regular basis
- ❖ Persons wishing to develop a career in Facilities Management or related field.



FACILITIES MANAGEMENT

OBJECTIVES AND OUTCOMES

- Understanding business organization: developing strategies and understanding the structure and behavior of organizations.
- Managing people: communication within organizations, and working with suppliers and specialists.
- Managing premises: managing a portfolio of premises, understanding building design and maintenance issues.
- Managing services: building and support services, project management and customer satisfaction.
- Managing the working environment: space management and energy/sustainability in a low carbon future.
- Managing resources: procurement, risk, quality, information and financial management.
- Appreciate the fundamentals of Building Refurbishment and Restoration.
- Utilise Project Management skills and principles to Execute Facilities Management plans and processes.



FACILITIES MANAGEMENT

COURSE OUTLINE:

■ FACILITIES MANAGEMENT PRINCIPLES

- Introduction to course
- Origins and definition of FM
- Scope and role of Facilities Management
- Planning and Management of FM
- Strategic significance of Facilities Management
- Value and Risk In FM

■ BUILDING PATHOLOGY AND INSPECTION

- Investigation preliminaries
- Property Surveys
- Building Deterioration
- Introduction to Building diagnostics

■ BUILDING REFURBISHMENT AND MAINTENANCE

- Principles and Building Aftercare
- Budgeting and Control of Maintenance
- Maintenance Procurement
- Lateral and vertical Extensions
- Reactive and Proactive approaches

■ ASSET MAINTENANCE MANAGEMENT

- Introduction To Asset Maintenance Management
- Property Maintenance
- Executing a Maintenance Policy
- Planning, monitoring and Controlling the Maintenance Programme
- Confidence Interval
- Quality and Uncertainty
- Time to failure



FACILITIES MANAGEMENT

TEACHING AND LEARNING STRATEGY:

This course will be delivered through a combination of formal online classroom-based teaching to create a dynamic learning environment to effectively meet and satisfy students' individual needs; through the embodiment of the three (3) following core strategies:



1. VISUAL LEARNING

The utilization of a visual classroom setting to deliver key academic knowledge and concepts, (ZOOM - whiteboard & share screen, short videos, PowerPoint presentations etc); with the aim of bridging their classroom experience to real-world experiences.



2. INTERACTIVE AND INQUISITIVE LEARNING

To create a safe environment for students to inquire and ask questions for a deeper understanding of academic theories and concepts; as well develop their own ideas to enhance their problem-solving and critical thinking skills.



3. COLLABORATIVE AND COOPERATIVE LEARNING

To develop social, interpersonal and problem-solving skills, by enabling students to collaborate by encouraging team-work, through the implementation of group work or full class activities.

A **Certificate of Completion** will be awarded to students upon the successful completion of all teaching sessions.

FACILITIES MANAGEMENT

CLOSURE AND CERTIFICATION



18 Rushworth Street, San Fernando, Trinidad, W.I.
1 (868) 327-2499 | 1 (868) 723-1545
www.shel.edu.tt

ggraham@shel.edu.tt | bwilkinson@shel.edu.tt

