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## Facilities Management - Advanced Date: View Online -- Venue: View Online-- Fee: £5,000

**Overview:**

Facilities management is one of the hottest growing fields; not only is it expanding across borders but it's also rapidly changing within the individual needs of each company. Larger, more complex facilities are built every day with an impressive array of technology and automated systems. Plant managers are responsible not only for day-to-day operations but also long-term: improving efficiency, keeping up-to-date with the latest trends and codes as well as ensuring safety and sustainability.

Success as a facilities manager means juggling competing needs and expectations with a high level of professionalism and a strong knowledge base. Get the technical skills and management techniques you need to increase your effectiveness, save on budget and ensure quality control without compromising employee satisfaction. Advance your understanding of this diverse field with an innovative series of courses focusing on advanced design and management, from concept and installation to long-term use.

**Coverage:**

* Explore how to save thousands of dollars in plant maintenance, upkeep and improvements
* How to assess the current status of an organisations facilities management process
* Learn technical skills and best practices in management
* Outsourcing
* Track the latest trends in technology and understand important legal and environmental issues
* Facilities Management strategies development
* Create preventative maintenance concepts based on risk analysis
* Examine global issues to identify safer, more reliable and sophisticated options for a plant's operations
* Performance Measurement techniques
* Benchmark studies for improving facilities management processes

**Objectives**

* Understand advanced theories & methodologies of facilities management
* Learn the most optimum practices for implementation in certain situations
* Construct and develop facility management strategies for understanding when and when not to contract externally
* Learn how to monitor departmental and individual performance and produce results
* Understand the use of benchmark studies in improving facility management processes
* Learn how to outsource cost-efficiently

**How this helps your organisation?**

* Delegate will be able to provide an advanced knowledge and insight into the implementation of facilities management
* Conduct a review of the current status of the facilitates department
* Yield improved results by implementing an effective outsourcing strategy
* Delegates will provide the organisation with the skills and instruments to improve facilities in both long term and short term
* Improve the skills and morale of organisations employees through increased knowledge, confidence and capability

## How this helps you personally?

* Understand how to apply the most optimum practices
* Learn from the experience of other delegates and the trainer
* Attain a strong knowledge of the principles of facilities management
* Add value to your knowledge and competency
* Improve your prospective career opportunities through self-development

**Course Structure**

**Role of the Facilities Management Team**

* Facilities Management overview
* Importance of Facilities Management
* Definition of Hard & Soft services
* Assessing the facilities needs
* The essential competencies of a successful facilities manager

**Key Elements of Facilities Management**

* Goals and objectives of the organisation
* Resource management
* People management
* Premises management
* Support services
* Managing contractors and outsourcing

**Managing Systems**

* Budget management
* How to engage with stakeholders
* Measuring & reporting upon maintenance systems benefits e.g avoiding risk & financial benefits
* Variance analysis & corrective actions
* How to measure and explain the benefits of maintenance systems

**Legislation**

* Health and Safety
* Environmental law
* Workplace Law
* External accreditation systems – safety, quality and environmental

**Outsourcing**

* Processes which should be outsourced and which should be dealt with internally
* How to choose the correct contractor and manage efficiently
* The different types of contracts available and how to utilise them
* Discuss Contract Cycle
* Discuss the importance of Service Level Agreements (SLA) in completing processes efficiently

**Course Dates:** Weekly

**Venue:** View Online

**Address:** Radisson Hotel

**Fee:** £5,000