

A-Z ESSENTIALS OF FACILITY MANAGEMENT

Achieve Primary Goal of Roles in the Tactical Planning for How to Schedule and Accomplish Daily Facility Management Tasks that Support the Operations of an Organization's Facilities

DELEGATES ARE
REQUIRED TO BRING
THEIR LAPTOP FOR
EXERCISE AND
GROUP DISCUSSION
PURPOSES

12th & 13th December 2018
JW Marriott Hotel, Kuala Lumpur, Malaysia

Major Benefits Of Attending:

By end of this course, delegates would be able to gain:

- An **UPDATE** on current best practices in facility management
- **GREATER** awareness of the financial and organizational content in which the facility management function operates
- A **COMPLETE** view of the role and responsibilities of facility management function
- **PRACTICAL** advice and guidance on selection and management of suppliers
- **GREATER** awareness of health and safety compliance issues, risk management and business continuity
- An **APPRECIATION** of the importance and benefits of good project management
- **PROPER** knowledge of the basic principles of facility management
- **KNOWLEDGE** on developing strategies to decide when and what to outsource
- **GUIDANCE** on how to identify and monitor the facilities management-processes performance
- **THE ABILITY** to implement best practices of facility management operations
- An **UNDERSTANDING** on the various risks and safety issues within facility management
- **PROPER** knowledge and guidance in managing and controlling costs

Why you Should Attend?

This intensive 2-day workshop on Facility Management has been designed to cover the essential aspects of facility management and how you can become more effective in your roles and your companies. By completing this training course, you will be able to develop an understanding of the role of what you do and the requirements of facility management within an organization.

By end of this course, you would be able to get updates on current best practices in facility management, greater awareness of the financial and organizational content in which the facility management function operates, a complete view of the role and responsibilities of facility management function, practical advice and guidance on selection and management of suppliers, greater awareness of health and safety compliance issues, risk management and business continuity, an appreciation of the importance and benefits of good project management, and proper knowledge of the basic principles of facility management. Also, you would be able to develop strategies to decide when and what to outsource, identify and monitor the facilities management-processes performance, implement best practices of facility management operations, understand the various risks and safety issues within facility management, and get the knowledge and guidance in managing and controlling costs.

Who Should Attend?

This course is specially designed for and will be highly benefited by personnel involved in Facility Management including C-Level Executives, Presidents, Vice Presidents, Directors, Assistant Director, Deputies, Managers, Head of Department, and Senior Executives from the areas of:

- ✓ Management
- ✓ Operation
- ✓ Maintenance
- ✓ Procurement
- ✓ Commercial
- ✓ Contracts
- ✓ Accounts
- ✓ Finance
- ✓ Project
- ✓ Building
- ✓ Asset
- ✓ Production
- ✓ Utilities
- ✓ Power
- ✓ Landscaping

Organized by: _____

