

€ TRAINING

Project Management for Facilities Managers



19 - 23 August 2024
Lisbon (Portugal)



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REF: P2135 DATE: 19 - 23 August 2024 Venue: Lisbon (Portugal) - Fee: 5940 Euro

Introduction

The Project Management for Facilities Managers program is a specialized training program designed to equip professionals in the facility management field with the skills and knowledge necessary to effectively oversee projects within facility operations. Through a combination of theoretical learning and practical application, participants learn how to apply project management methodologies to optimize facility functionality, enhance operational efficiency, and achieve organizational goals.

Program Objectives:

At the end of this program, participants will be able to:

- Define, plan, and efficiently close projects within established parameters.
- Assess establishment needs comprehensively to inform strategic decision-making.
- Attain a holistic understanding of operations and maintenance practices within facilities.
- Strategically select and deploy optimal resources to support facility objectives.
- Implement performance measurement frameworks to evaluate operations and maintenance effectiveness.

Targeted Audience:

- Facilities managers.
- Those wishing to develop work systems and procedures in their units.
- Occupants of administrative and executive positions in establishments and facilities.
- Heads of departments in facilities and facilities.
- Heads and employees of the legal departments in the facilities and facilities.
- Those responsible for maintenance in facilities and facilities.

Program Outline:

Unit 1:

Operation and Maintenance:

- Introduction to operations and maintenance.

- Assess the needs of the establishments.
- Manage/supervise the operations and maintenance of the building, systems, and equipment.

Unit 2:

Tenant Services Management and Resource Optimization:

- Manage/supervise tenant services.
- Choose the best resources.
- Measuring the performance of operations and maintenance.

Unit 3:

Project Management:

- Introduction to project management.
- Financial management for the organization of establishments.
- Supplies in the organization of facilities.
- Contracts in organizing establishments.

Unit 4:

Leadership and Strategy:

- Strategic Planning.
- Led and managed the organization of facilities.

Unit 5:

Finance and Business:

- Finance and business in organizing establishments and utilities.
- Financial management for the organization of establishments.
- Supplies in the organization of facilities.
- Contracts in organizing establishments.