دوره تدريبيه في إدارة المرافق مع التدريب الشامل للإعداد للامتحان

20 - 24 Apr 2027

براغ

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دوره تدريبيه في إدارة المرافق مع التدريب الشامل للإعداد للامتحان

المرجع: 36378_28094 التاريخ: 20 - 24 Apr 2027 الموقع: براغ الرسوم: Euro 6000

Course Overview

The course is designed to provide professionals with the skills and knowledge required to excel in facility management and achieve certification. Covering critical areas such as Facility Management Exam Prep, Facility Operations and Maintenance, Leadership in Facility Management, and Strategic Facility Planning, this course equips participants with actionable strategies to address real-world challenges.

Participants will explore advanced concepts in Facility Leadership and Strategy, Project Management for Facilities, and Facility Budgeting and Finance through interactive training methods. This course also focuses on Sustainable Facility Management, Contract Management for Facility Managers, and Operational Excellence in Facility Management.

Tailored for beginners and experienced professionals, the program emphasizes Facility Manager Career Development and prepares participants for certification exams like IFMA. By integrating best practices, case studies, and practical exercises, this course ensures participants are well-prepared to manage complex facilities effectively, implement industry standards, and drive organizational success.

Target Audience

- Facility Managers
- Senior managers
- Professionals in related fields e.g., architecture, engineering

Targeted Organizational Departments

- Facilities Management
- Operations and Maintenance Teams
- Finance and Budgeting Departments
- Leadership and Strategy Departments
- Sustainability and Energy Teams

Targeted Industries

- Real Estate and Property Management
- Healthcare Facilities
- Corporate Offices and Business Parks
- Educational Institutions
- Government Facilities
- Hospitality and Event Management

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Course Offerings

By the end of this course, participants will:

- Master Facility Management Certification Preparation
- Apply best practices in Facility Operations and Maintenance
- Lead sustainable and strategic initiatives in facility management
- Manage projects effectively using Project Management for Facilities techniques
- Analyze financial statements and budgets for Facility Budgeting and Finance
- Develop and execute a Facility Master Plan

Training Methodology

This course uses various training methods to create an engaging learning experience. Participants will work on case studies, real-world problem-solving, and group activities to develop leadership and communication skills. Hands-on exercises will reinforce key concepts in Facility Maintenance Planning, Performance Metrics, and Energy Management. feedback sessions will offer personalized guidance.

Course Toolbox

- Comprehensive ebooks and reading materials
- Online resources and templates for Facility Project Management Training
- Case studies and problem-solving scenarios

Course Agenda

Day 1: Fundamentals of Facility Management

- Introduction to Facility Management Certification Topic 1:
- Operations and Maintenance Overview Topic 2:
- Strategic Facility Planning Essentials Topic 3:
- Understanding Building Systems and Maintenance Topic 4:
- Life Cycle Cost Analysis in Facility Management Topic 5:
- Developing a Facility Management Plan Topic 6:
- Review of Day 1 learnings and key takeaways Reflection & Review:

Day 2: Operations and Maintenance Management

- Topic 1: Assessing Facility Needs: Structures and Systems
- Topic 2: Acquiring and Managing Resources for Maintenance
- Topic 3: Occupant Services: Guidelines and Execution
- Topic 4: Monitoring Performance Metrics for Facility Operations
- Topic 5: Risk Management in Facilities
- Topic 6: Energy Management Strategies for Facilities
- Reflection & Review: Consolidating knowledge from Day 2

Day 3: Finance and Project Management

- Topic 1: Fundamental Accounting Concepts for Facility Managers
- Topic 2: Budgeting and Cost Containment Strategies
- Topic 3: Procurement and Contract Administration
- Topic 4: Project Management Processes and Models
- Topic 5: Developing and Implementing Project Charters
- Topic 6: Evaluating Project Outcomes in Facilities
- Reflection & Review: Key insights and feedback on financial and project strategies

Day 4: Leadership and Compliance

- Topic 1: Leadership Theories and Facility Organization Management
- Topic 2: Developing Effective Facility Management Teams
- Topic 3: Communication Skills for Facility Leaders
- Topic 4: Aligning Strategies with Organizational Goals
- Topic 5: Facility Compliance and Regulatory Requirements
- Topic 6: Promoting Corporate Social Responsibility in Facilities
- Reflection & Review: Assessing leadership growth and compliance practices

Day 5: Exam Preparation and Advanced Insights

- Topic 1: Comprehensive Review of Facility Management Modules
- Topic 2: Practice Exams and Certification Prep
- Topic 3: Advanced Strategies for Managing Complex Facilities
- Topic 4: Case Studies: Real-World Applications
- Topic 5: Individual Feedback and Improvement Plans
- Topic 6: Developing a Long-Term Facility Management Career Path
- Reflection & Review: Final review and course wrap-up

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How This Course is Different from Other Courses

The course stands out by combining theoretical knowledge with practical, hands-on learning. Unlike other programs, this course emphasizes real-world applications, such as advanced Performance Metrics, Risk Management, and Sustainable Facility Management. It uniquely prepares participants for certification while addressing current trends in energy efficiency, compliance, and leadership strategies. With personalized feedback, case studies, and a holistic approach, this program ensures participants gain the skills and confidence to excel in facility management.

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فئات الدورات التدريبية

الدورات التدريبية في مجال البيئة والاستدامة

دورات إدارة الجودة وتطوير العمليات

دورات إدارة و تحليل البيانات ودورات علم البيانات

دورات إدارة و تطوير الموارد البشرية

دورات الأمن السيبراني ودورات تقنية المعلومات

دورات الاتصال الجماهيري و السياسات والعلاقات العامة

دورات التدريب القانوني والمشتريات والتعاقدات

دورات التسويق وإدارة علاقات العملاء وإدارة المبيعات

دورات الحوكمة وإدارة المخاطر والامتثال

دورات السكرتارية و إدارة المكاتب

دورات الصحة والسلامة والأمن المهني

دورات الصيانة ودورات المجالات الهندسية المتنوعة

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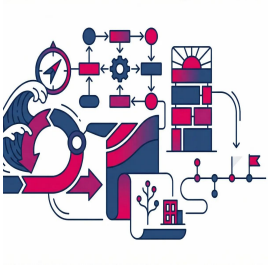
فئات الدورات التدريبية

دورات المحاسبة و التمويل و دورات الإدارة المالية

دورات المهارات الشخصية وتطوير الذات

دورات في مجالات القيادة والإدارة

دورات معتمدة من قبل هيئات دولية



دورات مكتب إدارة المشاريع وإدارة المشاريع الرشيقة

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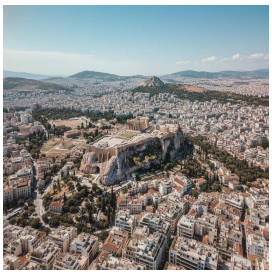
مدن التدريب

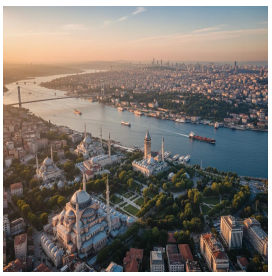
أبوظبي - الإمارات العربية المتحدة



أثينا - اليونان

أكرا - غانا

أمستردام - هولندا



اسطنبول - تركيا

الجبيل - المملكة العربية السعودية

الدار البيضاء - المغرب

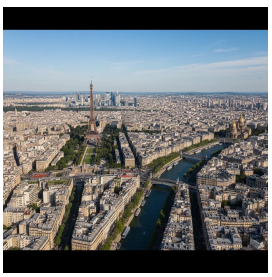
الدوحة - قطر

الرياض - المملكة العربية السعودية

القاهرة - مصر

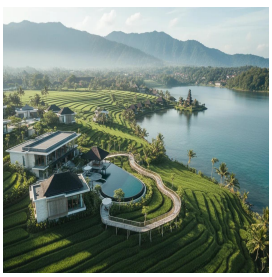
الكويت - الكويت

المنامة - مملكة البحرين

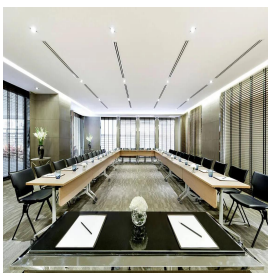


باريس - فرنسا

باكو - أذربيجان



بالي - جمهورية إندونيسيا



بانكوك - تايلند

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مدن التدريب

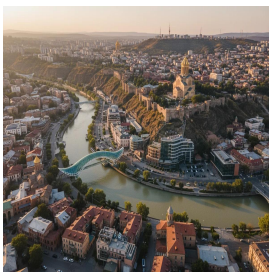
براغ - جمهورية التشيك

برشلونة - إسبانيا

برلين - ألمانيا

بورتو - البرتغال

بوكيت - تايلاند



تبليسي - جورجيا

تورنتو - كندا

جاكرتا - جمهورية إندونيسيا

جنيف - سويسرا

جوهانسبرغ - جنوب إفريقيا

دبي - الإمارات العربية المتحدة

روما - إيطاليا

زنجبار - تنزانيا

سان دييغو - الولايات المتحدة الأمريكية

سنغافورة - سنغافورة

سيول - كوريا الجنوبية

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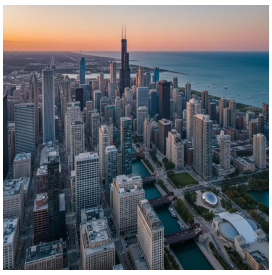
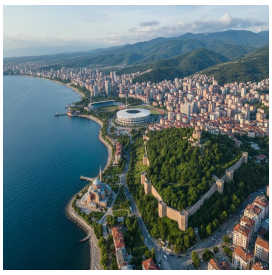
مدن التدريب

شرم الشيخ - مصر

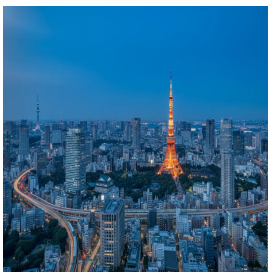


شيكاغو - الولايات المتحدة الأمريكية



طرابزون - تركيا

طشقند - أوزبكستان

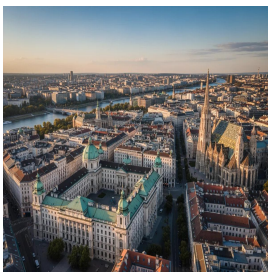


طوكيو - اليابان

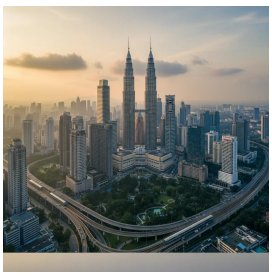
عمان - المملكة الاردنية الهاشمية

عن بعد - منصة زووم

فرانكفورت - ألمانيا



فيينا - النمسا



كواللامبور - ماليزيا

كيب تاون - جنوب إفريقيا

لانكاوي - ماليزيا

لشبونة - البرتغال

لندن - المملكة المتحدة

ماربيا - اسبانيا

مدريد - إسبانيا

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مدن التدريب

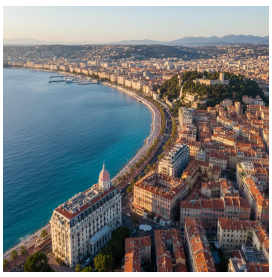
مسقط - سلطنة عمان

مونترو - سويسرا

ميلان - إيطاليا

ميونخ - ألمانيا

نيروبي - كينيا



نيس - فرنسا

نيويورك - الولايات المتحدة الأمريكية