



*Training Course:  
General Services and Facilities Management*

*8 - 12 July 2024  
Geneva (Switzerland)*

## Training Course: General Services and Facilities Management

Training Course code: MA12357 From: 8 - 12 July 2024 Venue: Geneva (Switzerland) - Training Course Fees: 5250 € Euro

### Introduction

Facilities Management Training covers Operation and Facilities of Building Management Systems with a wide spectrum of facilities service area required to perform the operations and maintenance. Facilities courses explain day-to-day activities essential for the maintenance of mechanical equipment, plumbing, piping, electrical and security systems to perform their intended function.

Facilities management course provides property owners, real estate companies and facilities managers a full range of facilities training for managing, operating and maintaining the building management systems to perform maximum efficiency.

Facilities courses designed for HVAC, Chillers, Pumps, Generators, pool general checklist, weekly, monthly maintenance and preventive maintenance procedure for Building facilities management. Our experts' trainers deliver facilities management course the highest quality of building facilities management system.

### Course Objectives:

- Develop an understanding of the role of the facilities manager
- Understand the requirements of facilities management within the organization
- Identify the skills and competencies required by a facilities manager
- Develop effective maintenance management systems
- Appreciate and apply risk management techniques
- Incorporate key statistical methodology within a maintenance planning

### Target Audience:

Anyone working in operations management or another functional area, who is looking to gain a working understanding of the operations functions in a service or manufacturing organization

### Course Outline:

#### Day 1 Building Management & Engineering

- HVAC
- Chillers
- Lift System
- Waste Management
- Pest Control
- Gardening and Landscaping
- House-keeping
- Façade Cleaning
- Building management

#### Day 2 Plumbing & Piping System

- Potable water
- Unclog drains
- Clean sewers and storm drain systems
- Fountains
- Pumps
- Water heaters
- Swimming Pool

#### Day 3 Electrical Systems

- Electrical outlets
- Lighting
- Fire alarms
- Parking lot lights
- Power outages
- Generators
- Elevators

#### Day 4 Security Systems

- Fire Fighting System
- Security Camera
- Access Control
- Card readers
- Gate Barrier System

#### Day 5 Video lessons. Course manual

- All in One course that covers both
- Facilities Management Training as well as
- Facilities maintenance training

## Registration form on the Training Course: General Services and Facilities Management

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Complete & Mail or fax to Global Horizon Training Center (GHTC) at the address given below

### Delegate Information

Full Name (Mr / Ms / Dr / Eng): .....  
Position: .....  
Telephone / Mobile: .....  
Personal E-Mail: .....  
Official E-Mail: .....

### Company Information

Company Name: .....  
Address: .....  
City / Country: .....

### Person Responsible for Training and Development

Full Name (Mr / Ms / Dr / Eng): .....  
Position: .....  
Telephone / Mobile: .....  
Personal E-Mail: .....  
Official E-Mail: .....

### Payment Method

- ☐ Please find enclosed a cheque made payable to Global Horizon
- ☐ Please invoice me
- ☐ Please invoice my company

### Easy Ways To Register

Telephone:  
+201095004484 to  
provisionally reserve your  
place.

Fax your completed  
registration  
form to: +20233379764

E-mail to us :  
info@gh4t.com  
or training@gh4t.com

Complete & return the  
booking form with cheque  
to: Global Horizon  
3 Oudai street, Aldouki,  
Giza, Giza Governorate,  
Egypt.