



*Training Course:  
Real Estate and Property Management*

*21 December 2026 - 1 January 2027  
Vienna (Austria)*

## Training Course: Real Estate and Property Management

Training Course code: MA12328 From: 21 December 2026 - 1 January 2027 Venue: Vienna (Austria) - Training Course Fees: 6050 € Euro

### Introduction

The real estate sector plays a vital role in economic development, requiring effective property management to maximize asset value, ensure operational efficiency, and deliver high-quality services to tenants and stakeholders. This program, developed by [Global Horizon Training Center](#), provides a comprehensive understanding of real estate and property management practices.

The course covers key areas such as property operations, leasing, maintenance, financial management, and legal considerations. Participants will gain practical skills to manage real estate assets efficiently, enhance occupancy rates, and ensure long-term profitability and sustainability.

### Course Objectives

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

- Understand the fundamentals of real estate and property management
- Manage property operations and tenant relationships effectively
- Apply leasing strategies and contract management practices
- Plan and oversee maintenance and facility services
- Analyze financial performance and manage property budgets
- Ensure compliance with legal and regulatory requirements
- Improve asset value and return on investment ROI
- Develop strategies for sustainable and efficient property management

### Target Audience

This program is designed for:

- Property and Real Estate Managers
- Facility and Asset Management Professionals
- Real Estate Developers and Investors
- Leasing and Sales Professionals
- Operations and Maintenance Managers
- Financial and Administrative Staff in real estate organizations
- Professionals entering the real estate and property management field

## Outline

### Day 1: Foundations of Real Estate and Property Management

- Overview of the Real Estate Industry
- Types of Properties Residential, Commercial, Industrial
- Roles and Responsibilities of Property Managers
- Property Lifecycle and Asset Management Concepts
- Market Analysis and Property Valuation Basics
- Legal Framework and Regulatory Environment

### Day 2: Property Operations and Tenant Management

- Managing Daily Property Operations
- Tenant Acquisition and Retention Strategies
- Lease Agreements and Contract Management
- Customer Service and Tenant Relations
- Handling Complaints and Dispute Resolution
- Property Marketing and Promotion

### Day 3: Maintenance and Facility Services

- Maintenance Management Preventive, Corrective, Predictive
- Managing Service Providers and Contractors
- Facility Management Integration
- Health, Safety, and Environmental Considerations
- Managing Building Systems and Infrastructure
- Cost Control in Maintenance Operations

### Day 4: Financial Management in Real Estate

- Property Budgeting and Financial Planning
- Revenue Management and Rent Strategies
- Cost Control and Expense Management
- Financial Reporting and Performance Analysis
- Investment Analysis and ROI Calculation
- Risk Management in Real Estate

### Day 5: Strategic Property Management and Future Trends

- Strategic Asset Management
- Portfolio Management and Optimization
- Sustainability and Green Building Practices
- Digital Transformation in Real Estate PropTech
- Market Trends and Future Opportunities
- Developing Action Plans for Property Performance Improvement

## Registration form on the Training Course: Real Estate and Property 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.