Global Horizon
TRAINING CENTER

Training Course:
CFM - Certified Facility Manager

12 - 16 July 2027
Geneva (Switzerland)

Training Course:
CFM - Certified Facility Manager

Training Course code: MA234768 From: 12 - 16 July 2027 Venue: Geneva (Switzerland) - Training Course Fees: 6050 Euro

Introduction

The Certified Facility Manager® CFM credential is a globally recognized benchmark that validates the knowledge and competence of facility management professionals. The Certified Facility Manager CFM Preparation Program is designed to equip participants with the essential skills and knowledge required to effectively manage facilities and prepare for the CFM certification exam.

This program provides a comprehensive understanding of facility management from strategic, operational, financial, and technical perspectives. It covers key areas such as strategic planning, engineering design, maintenance management, and financial decision-making, enabling participants to optimize facility performance and support organizational objectives.

By the end of the program, participants will be able to manage facilities efficiently, make informed decisions, and apply best practices aligned with international standards in facility management.

Course Objectives

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

- Understand the foundations and scope of facility management
- Analyze strategic options and make effective facility management decisions
- Evaluate environmental and contractual factors in facility planning
- Apply engineering planning and design concepts in facilities
- Implement maintenance and operations management strategies
- Apply project management techniques for large facility operations
- Utilize financial and capital budgeting techniques in facility management
- Prepare effectively for the CFM certification exam

Target Audience

This program is designed for:

- Facilities Managers and Supervisors
- Maintenance Engineers and Technical Staff
- Property and Asset Managers
- Operations Managers
- Professionals preparing for the CFM certification
- Individuals transitioning into facilities management roles

Outline

Day 1 - Foundations and Strategic Facility Management

- Overview and definition of facility management
- Roles and responsibilities of facility managers
- Core facility management functions and activities
- Key challenges and risks in facilities management
- Strategic facility planning and decision-making
- In-house vs. outsourcing strategies
- Supplier selection and service level agreements SLAs
- Facility location and site selection criteria

Day 2 - Engineering Planning and Facility Design

- Engineering planning and facility layout design
- Design requirements and workspace planning
- Open plan vs. closed plan approaches
- Space utilization and furniture planning
- Tools for layout design:
    - Criteria matrices
    - Adjacency matrices
    - Relationship diagrams
    - Bubble diagrams
    - Block planning
- Introduction to Facility Management Information Systems FMIS

Day 3 - Maintenance and Operations Management

- Maintenance strategies:
    - Emergency maintenance
    - Corrective maintenance
    - Preventive maintenance
    - Predictive maintenance
- Operations management in facilities
- Facility security and safety considerations
- Optimizing maintenance performance and reliability

Day 4 - Project Management in Facilities

- Managing large facility projects
- Defining and planning major facility tasks
- Work Breakdown Structure WBS
- Scheduling techniques and Gantt charts
- Resource planning and allocation
- Monitoring and controlling facility projects

Day 5 - Financial Management for Facilities

- Financial decision-making in facility management
- Evaluating and comparing alternative plans
- Weighted factor comparison methods
- Budgeting for facilities operations
- Financial ratios and trend analysis
- Capital budgeting techniques and investment evaluation

Registration form on the Training Course: CFM - Certified Facility Manager

Training Course code: MA234768 From: 12 - 16 July 2027 Venue: Geneva (Switzerland) - Training Course Fees: 6050 Euro

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.