

# informattech



MAINTENANCE AND ENGINEERING | COURSE

# Certificate in Maintenance Management

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# Course content

## Why Attend

This course provides participants with a comprehensive foundation to advance their maintenance management career, focusing on developing strategic maintenance plans, optimize budgeting processes, manage contracts, and leverage technology for enhanced operational efficiency. This course equips maintenance professionals with the skills and knowledge necessary to effectively lead and improve maintenance operations.

This course is based on open discussions, question and answer sessions, group exercises, activities, videos, case studies and presentations based on best practices and advanced principles.

By the end of the course, participants will be able to:

- Formulate effective maintenance strategies to optimize equipment performance and lifespan
- Gain insights into budgeting and cost control for maintenance activities
- Master maintenance planning and scheduling to minimize downtime and optimize utilization of maintenance resources
- Structure the maintenance workforce and analyze workload to ensure maximum productivity
- Use Computerized Maintenance Management Systems (CMMS) for tracking and managing maintenance activities

This course is suitable for participants with several years of experience in maintenance. This includes Maintenance Managers, Maintenance Engineers, Maintenance Supervisors and Maintenance Planning Engineers. It is also suitable for professionals who work in the operations, engineering and procurement/ materials departments and who wish to gain an understanding of how the quality of the maintenance function affects their department, and the end result of their organization.

- Strategy Development and Budgeting
- Contract Management
- Planning and Scheduling
- Inventory Control
- People Development



# Course content

## Course outline

### Maintenance Strategies and the Budgeting Process

- Types of maintenance strategies
- Maintenance strategy formulation
- Budgeting fundamentals
- Maintenance budget development
- Maintenance analysis and cost control
- Performance management and key performance indicators (KPIs)

### Reliability Centered Maintenance (RCM)

- Criticality analysis
- RCM study
- RCM related references and standards
- Failure definitions
- RCM process flow diagram
- Defining RCM outputs
- Benefits of RCM

### Maintenance Contracts and Contractor Management

- What is outsourcing? And why outsource?
- Challenges and risks of outsourcing
- Outsourcing lifecycle model
- Outsourcing strategy analysis
- Contracts and contracting process



# Course content

## **Course outline**

- Contracts monitoring and evaluation

## **Planning and Scheduling Maintenance Activities**

- The 6 elements of maintenance planning and scheduling
- Identifying maintenance activities and prioritize them
- Developing a maintenance plan
- Continuous maintenance scheduling process
- Executing the maintenance activities
- Close out
- Reviews and improvements

## **Maintenance Workforce Planning and Development**

- Maintenance key positions
- Building an effective team structure
- Leadership and team management
- Workload analysis and RACI matrix
- Learning and development
- Competency assurance management system

## **Spare Parts and Inventory Management**

- Objectives of inventory control
- Functions of spare parts management
- Inventory order cycle
- The ABC analysis





# Course content

## Course outline

- Stock turnover and cover
- How is inventory valued?
- Inventory reorder policies
- Inventory improvement actions

## Computerized Maintenance Management System (CMMS)

- Work requests
- Work request workflow
- Types of work requests
- How work requests improve maintenance
- Work orders
- Work order workflow
- Types of work orders
- Bill of Materials (BOM)
- Components of a Bill of Materials
- Application Parts List (APL)
- APL vs. BOM
- Components of an Application Parts List
- CMMS simulation

## Maintenance Risk Management

- Key concepts and definitions
- Importance of risk management
- Types of maintenance risks



# Course content

## Course outline

- Risk management framework
- Integrating risk management into maintenance practices
- Safety and compliance

## Continuous Improvement in Maintenance

- Lean maintenance
- 5S Methodology
- Total Productive Maintenance (TPM) pillars and importance of autonomous maintenance
- Industrial Internet of Things (IIoT) and predictive analytics
- Benchmarking



# Seminar dates

## Available seminar dates

Live dates and pricing for Certificate in Maintenance Management generated from the course details page.

| Date                   | Location                | Format    | Fee      |
|------------------------|-------------------------|-----------|----------|
| 7 - 11 September 2026  | London - U.K            | Classroom | €3,360.- |
| 12 - 16 October 2026   | Munich - Germany        | Classroom | €2,760.- |
| 9 - 13 November 2026   | Amsterdam - Netherlands | Classroom | €3,400.- |
| 14 - 18 December 2026  | Istanbul - Turkey       | Classroom | €2,280.- |
| 18 - 22 January 2027   | Rome - Italy            | Classroom | €3,400.- |
| 15 - 19 February 2027  | Kuala lumpur - Malaysia | Classroom | €1,800.- |
| 15 - 19 March 2027     | Barcelona - Spain       | Classroom | €3,080.- |
| 19 - 23 April 2027     | London - U.K            | Classroom | €3,360.- |
| 17 - 21 May 2027       | Munich - Germany        | Classroom | €3,400.- |
| 21 - 25 June 2027      | Amsterdam - Netherlands | Classroom | €3,400.- |
| 19 - 23 July 2027      | Istanbul - Turkey       | Classroom | €2,280.- |
| 16 - 20 August 2027    | Rome - Italy            | Classroom | €3,400.- |
| 20 - 24 September 2027 | Kuala lumpur - Malaysia | Classroom | €1,800.- |
| 18 - 22 October 2027   | Barcelona - Spain       | Classroom | €3,080.- |
| 15 - 19 November 2027  | London - U.K            | Classroom | €3,360.- |
| 20 - 24 December 2027  | Munich - Germany        | Classroom | €3,400.- |