

Specialist Diploma in Facilities Management

OVERVIEW

Facilities Management is a management discipline concerned with the integration of processes within an organization to maintain and develop agreed services which support and improve the effectiveness of its primary activities.

PROGRAMME OBJECTIVES:

The facilities management (FM) role continues to grow worldwide by establishing itself as the source of strategic management for the co-ordination of support facilities and modern business processes. The immense diversity and career opportunities whereby these programs could be engaged in are reflected in the structure and content of this Specialist Diploma course, and our student profile. This course covers the areas of facilities management functionaries including HR, Asset maintenance, equipment's, facilities, etc.

ASSESSMENT METHODS:

70% Coursework & 30% Examination

PROGRAMME OUTCOMES:

DURATION COMPONENTS:

Classroom Training Hours: 32 Hours Per Module

Upon completion of this course, the student will qualify as facilities supervisors of the quality required by the Singapore, Malaysia and global FM industry, both in terms of their immediate ability to perform and their longer-term strategic potential. The course modules cater to the wide-ranging needs of facilities managers, from fulfilling the operational functions of asset maintenance management to supporting the development of strategic facilities management for business advantage. Throughout the course, the candidate's ability to learn will be developed through teaching and learning approaches that encourage creative thinking and problem-solving skills, and through the execution of industry-based projects and assignments.

AWARDING BODIES:

Global School of Technology and Management

NUMBER OF MODULE:

8

TOTAL CONTACT HOURS:

272

MODULE SYNOPSIS:

WSH201 Workplace Safety and Health Practice in Building Industry

Upon completion of this module, students will be able to explain the main health, safety and welfare legislation in the construction sector including the requirements of an effective health and safety policy along with the organisational arrangements necessary for its implementation, demonstrate an understanding of hazard and risk identification in design and construction, undertake a risk assessment and formulate control measures to prevent ill health and injury and review, revise and monitor assessments as required.

CP202 Contracts & Procurement

Upon completion of this module, students will be able to analyse the factors affecting the choice of different procurement and contractual arrangements, determine and apply current issues and best practice associated with the procurement of projects through reference to government and industry-sponsored reports and recommendations, examine the roles and activities of the parties and organisations involved, analyse the forms of contract with particular reference to time, cost and quality and evaluate the forms of contract in respect of supply chain management.

HMBE203 Human Management in the Built Environment

Upon completion of this module, students will be able to demonstrate an awareness of how the managers of an organisation can seek to ensure that the organisation has sufficient competent staff to facilitate the achievement of strategic objectives in the face of a changing environment.

AMM205 Asset Maintenance Management

This module is equipped students with an understanding of maintenance policy, primary procedures and assembly, objectives, standards and Requirements, Key Factors, Assets Maintenance Management Project and Programme and Life Cycle Costing (LCC).

MMBE204 Marketing Management in the Built Environment

This module focuses on the knowledge of marketing management in the context of construction and the built environment industry. Students will learn a solid understanding of the strategic marketing planning process and marketing plans for building and construction projects.

FM206 Facilities Management

Upon completion of this module, students will be able to investigate the sources and flow of finance in facilities management, process and analyse budgeted and actual financial information, describe and apply financial planning and control systems, measure the financial performance of a business and consider how major cost and budget centres contribute to property management.

PAM207 Property Asset Management

The Property Asset Management module is designed to equip students with the skills that would be expected in the property management profession. Students should be able to create a property portfolio strategy, analyse tasks and propose management solutions including the use of scenario planning to aid decision-making

MEF208 Managing of Equipment and Facilities

Upon completion of this module, students will be able to determine buildings overall condition and maintenance implications, plan for the effective maintenance of equipment and facilities, understand the operational issues in the management of equipment and facilities, intelligent building and energy management and electrical and mechanical services involved in the management of equipment and facilities.