

SISV ACADEMY

WHEN

**1st December 2017 (Friday)
9am - 12pm**

WHERE

**SISV Training
Room**

110 Middle Road, #09-00 Chiat Hong Building Singapore 188968

NEW COURSE

Diploma In Property and Facility

WEBSITE : <http://www.sisvacademy.sg>

**OPEN
HOUSE**

**ALL ARE
WELCOME**

Admission is Free

AT THE DOOR

**New Courses &
Study Programme**

**for all
Attendees**

SUPPORTED BY

**SISV
APFM**

TARGET

**Property Executives &
Employees of Property
Management Firms**

FOR ENQUIRIES

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Reg No. 201538460C

Introduction

Property and Facility Management is increasingly gaining importance in the property and building industry, buoyed by the growing numbers of high-rise, cluster and strata developments both in the private and public sectors in Singapore and globally. This transcends across all sectors of real estates, be it residential, commercial, industrial, warehousing as well as integrated mixed developments. With the rising trend towards more high-tech facility management tools, green technologies and renewable energy in the built environment, there is a critical need for professionals who are proficient technically to manage, maintain and operate these buildings and developments for optimal performance.

Objective

This part-time diploma programme aims to equip the students with a comprehensive understanding, knowledge and skills of the different aspects of property and facilities management – ranging from construction processes, building, mechanical and electrical services, management of property facilities, energy, contracts, legal matters to management of people, organisation, authorities and so forth.

At the end of the course, the students would have the added competitive edge to be competent technically and operation-ready. Upon graduation, you can work effectively as property and facility management executives/managers in management corporations, building maintenance and building refurbishment organisations and property related organisations.

Who Should Attend

Engineers, architects, project managers, facility managers, estate officers, estate managers, maintenance supervisors, project coordinators, supervisors and those who wish to enhance their knowledge in understanding and managing property, facilities & building developments.

Future Upgrading

For qualifications upgrading, there are also Bachelor and Master Degree Programmes which nurture and develop managerial and technical capability in niche areas, such as green building design, renewable energy, technology, building and project management, and sustainable facility and environment management. The SISV Academy would be embarking tie-ups with local and global universities in the Phase 2 academic plan for the students.

Course Curriculum

I. BUILDING CONSTRUCTION TECHNOLOGY AND SERVICES MANAGEMENT

Module 1 – Building Technology

Module 2 – Building Services

Module 3 – Building and Facility Maintenance

II. ENVIRONMENT AND RISK MANAGEMENT

Module 4 – Workplace Safety and Health

Module 5 – Environmental Health and Pest Management

Module 6 – Landscape Management

III. PROPERTY MANAGEMENT LAW

Module 7 – Contract Law and Law of Torts

Module 8 – Land Law and Planning Law

Module 9 – Legislations relating to Property Management

IV. MANAGEMENT AND CONTROL

Module 10 – Management of Organisations and Human Resources

Module 11– Accounting and Finance

Module 12– Management of Maintenance Contracts

VI. PROPERTY ADMINISTRATION AND OPERATION

Module 13 – Property and Facility Management

Module 14– Strata Title and Town Council Management

Module 15– Conflict Management