

## COURSE SNAPSHOT

# MAINTENANCE MANAGEMENT FUNDAMENTALS

**DURATION** 1 day

**PREREQUISITES** None

## COURSE OVERVIEW

For those who are new to leading a maintenance team, this course provides context and background to all of the processes related to successful maintenance organisations.

## WHO SHOULD ATTEND

This course is designed for Managers, Maintenance Planners, Supervisors, Team Leaders and Production Personnel who manage or work within the maintenance work management process.

## PREREQUISITES

There are no prerequisites for this course.

## YOUR OPTIONS

This course can be delivered at a client's site, and practical activities can be customised to reflect the client's own electrical equipment.

Please contact us for information and pricing on this option.

## COURSE OUTLINE

**Maintenance Work Management**

- Pipeline
- Identifying & Prioritising Maintenance Work
- Job Planning and Approval
- Maintenance Scheduling
- Work Execution
  - » Safety
  - » People
  - » Competency Management
- Recording History
- Managing Breakdowns

**Computerised Maintenance Management System**

- Benefits
- Master Data
- Information Quality

**Key Concepts in Asset Management**

- The Asset Lifecycle
- Balancing Cost, Risk and Performance
- Decision-making Criteria

**Materials, Parts & Inventory Management**

- Parts Catalogue, Bill of Materials and work pack associated parts lists

**Budgeting and Cost Control**

- Introduction to Zero Based Budgeting
- Managing to budget

**Measure and Improve – Key Performance Indicators (KPI's)**

- Key Performance Indicators (KPI's)

**Continuous Improvement Process**

- Defect Elimination and Root Cause Analysis (RCA)

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## LED BY EXPERTS

Creating whole-of-life equipment strategies through to detailed maintenance plans, you can have line-of-sight of your total cost of ownership.

Asset Integrity

Materials & Inventory

Operational Readiness

Strategic Advisory

Specialist Asset  
Management Training

Maintenance &  
Reliability Engineering

Shutdowns & Turnarounds

Data Science &  
Master Data

For further information on your education and training options, or for possible corporate or volume discount offers, please contact us.

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