

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

<b>Maintenance Work Management</b>	<ul style="list-style-type: none"><li>• Pipeline</li><li>• Identifying &amp; Prioritising Maintenance Work</li><li>• Job Planning and Approval</li><li>• Maintenance Scheduling</li><li>• Work Execution<ul style="list-style-type: none"><li>» Safety</li><li>» People</li><li>» Competency Management</li></ul></li><li>• Recording History</li><li>• Managing Breakdowns</li></ul>
<b>Computerised Maintenance Management System</b>	<ul style="list-style-type: none"><li>• Benefits</li><li>• Master Data</li><li>• Information Quality</li></ul>
<b>Key Concepts in Asset Management</b>	<ul style="list-style-type: none"><li>• The Asset Lifecycle</li><li>• Balancing Cost, Risk and Performance</li><li>• Decision-making Criteria</li></ul>
<b>Materials, Parts &amp; Inventory Management</b>	<ul style="list-style-type: none"><li>• Parts Catalogue, Bill of Materials and work pack associated parts lists</li></ul>
<b>Budgeting and Cost Control</b>	<ul style="list-style-type: none"><li>• Introduction to Zero Based Budgeting</li><li>• Managing to budget</li></ul>
<b>Measure and Improve - Key Performance Indicators (KPI's)</b>	<ul style="list-style-type: none"><li>• Key Performance Indicators (KPI's)</li></ul>
<b>Continuous Improvement Process</b>	<ul style="list-style-type: none"><li>• Defect Elimination and Root Cause Analysis (RCA)</li></ul>

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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

Operational Readiness

Specialist Asset Management Training

Shutdowns & Turnarounds

Materials & Inventory

Strategic Advisory

Maintenance & Reliability Engineering

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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