



MAINTENANCE MANAGEMENT TRAINING

Property and Facilities Management

5 day course

Classroom, online or in-house

Course overview

This course covers running a property portfolio and the buildings within it. Delegates work through lease administration and tenant management, planned and reactive maintenance, service charge budgeting and reconciliation, statutory compliance for buildings, utilities and energy management, and the contracting of facilities services. Attention is given to the reality of operating buildings where municipal services are unreliable, including standby power, water storage and the cost these carry, and to the maintenance backlog problem that most portfolios accumulate and few address systematically.

What you will learn

- Administer leases and manage tenant relationships
- Plan maintenance and balance planned against reactive work
- Budget and reconcile service charges defensibly
- Meet statutory compliance obligations for buildings
- Manage utilities, energy and the cost of unreliable municipal services
- Contract and manage facilities service providers
- Quantify and address a maintenance backlog systematically

Who should attend

- Property and facilities managers
- Building and estate managers
- Maintenance managers in commercial property
- Corporate real estate staff
- Public sector property and infrastructure officials

Course outline

- 01 Lease administration and tenant management
- 02 Planned against reactive maintenance
- 03 Service charge budgeting and reconciliation
- 04 Statutory compliance for buildings
- 05 Utilities, energy and standby provision
- 06 Contracting facilities services
- 07 Maintenance backlog: quantifying and addressing it
- 08 Performance measurement across a portfolio

Upcoming dates

Dates	Venue	Format	Fee per delegate
19 to 23 September 2026	Port Louis, Mauritius	Classroom	R11,995
14 to 18 October 2026	Mbabane, Eswatini	Classroom	R11,995
24 to 28 November 2026	Nairobi, Kenya	Classroom	R11,995
27 November to 1 December 2026	Johannesburg, South Africa	Classroom	R11,995



Fees and how to register

Online **from R6,500** per delegate, classroom **from R11,995** per delegate, in-house training is quotation on request. Book 2 or more delegates on this course and save 10%.

To register or request an in-house proposal, visit www.afrisciencegroup.com, email info@afri-science.co.za, or WhatsApp us on **+27 63 479 1136**.

AfriScience Group | +27 61 536 6531 | info@afri-science.co.za | Pretoria, Gauteng, South Africa