



# Professional Building Management Training

## Course Outlines

# ABMA Continuing Professional Development Series (CPD)

**Pro-BMT runs the full list of ABMA Continuing Professional development (CPD) training courses which provide attendees with an introduction to more specific aspects of the residential strata industry through a half-day workshop.**

Completion of one ABMA CPD course each calendar year, along with the ABMA Strata or Trade Professional Annual Induction allows participants the opportunity to gain ABMA Industry Practitioner Accreditation to allow recognition of their strata knowledge.

- CPD001 Regulatory Compliance via Self-Assessment
- CPD002 Introduction to Building Management Standards & Assessment
- CPD003 Preparing an Asset Register & Preventative Maintenance Calendar
- CPD004 Managing a Defective Building Work Claim
- CPD005 Project Management of Capital Works on Common Property
- CPD006 Fire Compliance in Residential Strata
- CPD007 Introduction to the Facilities Management Plan
- CPD008 ABMA Code Utilisation Code of Conduct for Caretakers
- CPD009 Body Corporate Acronyms & BCCMA Basics
- CPD010 Introduction to the Asbestos Management Plan
- CPD011 Introduction to the Soft Services Management Plan
- CPD012 Introduction to the WHS Compliance Management Plan

## ABMA Job Ready Workshops

**For attendees wanting to gain key employability skills in specialised areas, Pro-BMT offers ABMA Job Ready Workshops in a 3-day intensive training program.**

- JR001 Building Durability Consultant workshop
- JR002 Facilities Management Plan Workshop
- JR003 Compliance & Performance Assessor
- JR004 EDPS Consultant 3-Day workshop
- JR005 OHS/WHS Plan Consultant
- JR006 OHS/WHS Representative

# ABMA Advanced Building Management Courses

**Aimed at all members of the strata industry or those considering entering the sector, Pro-BMT offers the three levels of ABMA Building Management training to provide either an introduction to the industry for emerging professionals or ultimate theoretical training for seasoned experts.**

## **BMT001 Certificate of Building Management**

This course is ideal for Committee members and Body Corporate Managers or persons considering a building management profession as a career, or those entering the Management Rights arena for the first time and provides attendees with a general overview of professional infrastructure management of a commercial property to the standard required under the ABMA Building Management Code© and the general skills, tasks and responsibilities of a Building Manager.

## **BMT002 Advanced Certificate of Building Management**

Building on the Certificate level qualification, this course prepares a building management worker for everyday operation and general compliance associated with managing the common property of either a residential and/or mixed-use strata scheme, or commercial facility with a thorough understanding of the compliance, maintenance and reporting requirements that are needed to successfully manage the day-to-day caretaking operations of a complex.

## **BMT003 Diploma of Building Management**

Further building on the Advanced Certificate level qualification, this course provides the ultimate in theoretical training with in-practice skills outcomes. Specifically tailored to suit Class 2-9 residential and mixed-use strata buildings, as well as commercial facilities, the Diploma ensures each participant walks away with a site-specific Facilities Management Plan, tailored to the unique requirements of the subject building site in accordance with the ABMA Building Management Code© as well as skills to manage daily operations, recurrent servicing and maintenance of a commercial or residential common property along with long term maintenance forecasting, sustainability planning and legislative updates for the benefit of your client.



**PRO-BMT Pty Ltd**

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**Chat to one of our ABMA Accredited Trainers now  
to get answers to your questions**

 **1800 776 268**

Scan to find  
Academic Calendar  
& Price List

