



**WEARING
TOO
MANY
HATS?**

**GET IT ALL
UNDER
CONTROL.**

**BUSINESS &
MANAGEMENT**

**CERTIFICATE IN
FACILITIES MANAGEMENT**

“Although facility management professionals will face more challenges than ever before, they have greater opportunity to add value through efficient management and improved technology.”

– *Facility Management Forecast
FMA 2007*

UCR
EXTENSION

www.extension.ucr.edu

FACILITIES MANAGEMENT

CAN YOU WEAR A LOT OF HATS?

Having a safe and comfortable place to work is taken for granted by most employees. But what happens if something breaks down? This hampers output—in the form of lagging employee performance and inefficient operations. Facility managers are critical to every organization. They coordinate and manage a broad range of processes to ensure workplace safety and efficiency of all organization properties. Whether overseeing a manufacturing plant, office complex, or a combination of facilities, these managers must be highly responsive to the needs of the organization and its employees.

UCR Extension's Certificate in Facilities Management program provides technical as well as managerial skills to those who work in or interact with facilities operations. The unique focus and depth of this program provides professionals with a skill set that is specifically tailored to meet today's challenges—challenges brought forth by new work environments required for organizations to remain competitive and meet local, county, and state codes.

If you're a facilities manager, operations supervisor, chief operating officer or line supervisor, and you want to augment your current knowledge of "behind-the-scenes" facility operations, enroll today. You'll advance your career.



This program has met the academic requirements of and is endorsed by the International Facilities Management Association (IFMA) and helps prepare students to become a certified Facility Management Professional (FMP) or a Certified Facilities Manager (CFM). For more details, please visit www.ifma.org.

ADMISSION

Take individual courses or fulfill all of the requirements to earn your UCR Extension certificate. Whichever you choose, you will gain the personal power that comes through learning new skills. Be assured that you are receiving education that is backed by the UC tradition of excellence.

APPLICATION FOR CANDIDACY

To earn a UCR Extension certificate, you must establish your candidacy by filing an application along with a nonrefundable application fee. We recommend you do this before the third class. Apply in person at the UCR Extension office or online at www.extension.ucr.edu/certificates.

WHAT YOU'LL LEARN

Participants will:

- Understand operational decisions that can save thousands of dollars in plant maintenance, upkeep, and improvements.
- Examine global issues to allow participants to identify how decisions help plants become safer, more reliable, and increasingly sophisticated in their operations.
- Examine the latest trends in technology as well as legal and environmental issues that must be considered.

HOW TO EARN THIS CERTIFICATE:

- Complete four required courses and two electives (grade C or better) – 18 units

FACILITIES MANAGEMENT 3 UNITS

FACILITIES OPERATIONS 3 UNITS

CONSTRUCTION PROJECT PLANNING, SCHEDULING & CONTROL SYSTEMS 3 UNITS

CASE STUDIES IN FACILITIES ENGINEERING 3 UNITS

6 UNITS OF ELECTIVES (SEE WEB SITE)

- Usual completion time: 9 months to one year.
- Individual courses range from \$400-\$600. Total cost to complete this certificate is \$3,100-\$3,500. See Web site for details.
- Electives include Construction Budget, Accounting and Contract Management, Heating, Ventilation and Air Conditioning (HVAC), Energy Management, Principles of Risk and Insurance Management.

ALSO OF INTEREST

- Students may take individual classes without being enrolled in the certificate program.
- Classes are scheduled year-round with varying start dates, and can be taken in any order.
- No undergraduate degree or prerequisite needed.

PROGRAM INFORMATION

Prices, requirements and courses are subject to change. For the most up-to-date information contact us at:

**UNIVERSITY OF CALIFORNIA
RIVERSIDE EXTENSION**

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Web site: www.extension.ucr.edu

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**MORE
POWER
TO YOU**

UNIVERSITY OF CALIFORNIA
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EXTENSION