

# Business and Advanced Technology Centre



**BATC**  
Business & Advanced  
Technology Centre

## Executive Diploma in Maintenance Management

### WHY UTM EXECUTIVE DIPLOMA PROGRAMME?

- Prestigious University Diploma—Executive Diploma awarded by UTM
- Flexibility—Modular based. Study part-time at own pace
- Course Duration— 12 months
- Experienced and dedicated faculty of lecturers—The course is conducted by UTM facilitators; and experienced professional engineers and experts
- 100% Assignment Based Assessment—Course is assessed through Post Module Assessment and Project
- Experienced Based Learning— Experience as prerequisite
- Comprehensive study materials—lecture notes etc.
- Executive Environment—Executive lecture room with audio visual aid
- Financial Assistance—HRDF, Bank loans, EPF withdrawal, and installment payment schemes
- New Academic Pathway— Bachelor, Masters and EngD
- Cost Saving
- Industry Specific Syllabus—on the job knowledge and skill

### INTRODUCTION

The Executive Diploma in Maintenance Management was designed by maintenance practitioners for maintenance practitioners. This program meets the needs of area industries by focusing on different maintenance philosophies, strategies, and work processes, as well as the latest maintenance management tools.

### WHO SHOULD ATTEND?

Courses are targeted to individuals responsible for maintenance management, including maintenance managers, maintenance supervisors, lead people, planners, schedulers, dispatchers, storeroom supervisors, charyman, safety officers, technicians and all those that are involved in the day to day aspects of your organization maintenance functions.

### OUTCOME OF PROGRAM

This program offers proven methods and techniques to help you:

- Maximize planned and scheduled work
- Assess and audit the effectiveness of your current and future maintenance programmes
- Achieve optimum use of existing labors, parts and equipments
- Increase maintenance efficiency by targeting the trouble spots
- Schedule repairs and deliver reliable results even with emergencies
- Develop key performance measures
- Utilize information from your systems more efficiently
- Run a more efficient and cost-effective maintenance operation
- Measure and report results to maintenance decision makers
- Formulate an effective maintenance marketing effort with operations and top managements.

This is your opportunity to get sound advice and practical solutions. You return to work knowing how to plan and schedule major maintenance work to assure the best use of resources, maintain solid work control and achieve the least interruption with operations.

### ENTRY REQUIREMENT

- Degree holder with 1 year working experience.
- Diploma holder with 3 years working experience.
- STPM holder with 5 years working experience.
- SPM holder with 7 years working experience

### CLASSES

**ONE** weekend in a month class

### TUITION FEE STRUCTURE

Registration Fee	RM	100
Course Fee	RM	12,500
<b>TOTAL</b>	<b>RM</b>	<b>12,600</b>

### LOCATION

Kuala Lumpur,  
Selangor

### MODULES

- Maintenance Strategies and Policies
- Planning and Scheduling
- Operations Management
- Computerized Maintenance Management Systems - CMMS
- Performance Management
- Safety and Environments
- Resource Management
- Creativity and Innovation Strategy
- Financial Analysis and Control System
- Quality Management
- Information Systems Strategy
- Business Strategy and Strategic Management



**For Information & Registration, please contact :**

Training Consultant  
CWORKS SYSTEMS BERHAD  
Block G1 & G2, UPM-MTDC Technology Incubation Centre One  
Lebu Silikon, Universiti Putra Malaysia  
43400 Serdang, Selangor, Malaysia

Tel: 03-8656-9041 / 9042  
Fax: 03-8656-9043  
Mobile: 019-231-2090  
Email: [mdfaizal@cworks.com.my](mailto:mdfaizal@cworks.com.my)