

# IWFM Qualifications in Workplace & Facilities Management

## The Award – 11 Credits

### Virtual & Online training

This is a course designed to cover the key elements of Workplace & Facilities Management and aid the Workplace & Facilities Managers in their day to day operational delivery of services. It is designed for those who are new to FM and also for those with up to three years operational experience in FM and who wish to broaden their skill sets.

*Units: FM3.01, FM3.03*

## The Certificate – 28 Credits

### Virtual & Online training

This is a course designed to cover the key elements of Workplace & Facilities Management and aid the Workplace & Facilities Managers in their day to day operational delivery of services. It is designed for those who are new to FM and also for those with up to three years operational experience in FM and who wish to broaden their skill sets.

*Units: FM3.01, FM3.02, FM3.03, FM3.04,  
FM 3.05, FM 3.11*

## The Diploma – 48 Credits

### Virtual & Online training

This is a course designed to cover the key elements of Workplace & Facilities Management and aid the Workplace & Facilities Managers in their day to day operational delivery of services. It is designed for those who are new to FM and also for those with up to three years operational experience in FM and who wish to broaden their skill sets. Incorporates a one-day Financial course which will enable FM's to understand and manage the principle concepts of budgets.

*Units: FM3.01, FM3.02, FM3.03, FM3.04, FM3.05, 3.07, FM3.09,  
FM3.08, FM3.10, FM3.11, FM3.12*

## IWFM

The Institute of Workplace & Facilities Management (IWFM) is the professional body for Workplace & Facilities Management (FM). Founded in 1993, to promote excellence in workplace & facilities management for the benefit of practitioners, the economy and society. Supporting and representing over 17,000 members around the world.

## Free IWFM Membership

When you register for any of our IWFM courses you will be automatically registered as a student member for 2 years.

## Qualifications

Gain an internationally recognised, accredited qualification to help develop and support your career and build your earning potential

## Student Support

A detailed Study and assessment plan is provided to all learners to help them achieve the level Three Qualifications. In addition to the Training programmes comprehensive course notes, recommended reading resources, tutorial support and online learning, where appropriate, is provided.

# IWFM Qualifications in Workplace & Facilities Management

**Course content** The table below outlines the individual units for each qualification. **A** = Award **C** = Certificate **D** = Diploma

Ref	IWFM Unit title	Credits	Programme	A	C	D
<b>FM3.01</b>	Introduction to Workplace & Facilities Management	6	Level 3 Workplace & Facilities Management	✓	✓	✓
<b>FM3.02</b>	Customer & Stakeholder Relationships in Workplace & Facilities Management	5	Level 3 Workplace & Facilities Management		✓	✓
<b>FM3.03</b>	Corporate Social Responsibility & Sustainability in Workplace & Facilities Management	4	Level 3 Workplace & Facilities Management		✓	✓
<b>FM3.04</b>	Specification & Procurement of Workplace & Facilities Supplies & Services	6	Level 3 Workplace & Facilities Management		✓	✓
<b>FM3.05</b>	Health & Safety Responsibilities in Workplace & Facilities Management	5	Level 3 Workplace & Facilities Management		✓	✓
<b>FM3.11</b>	Building Maintenance in Workplace & Facilities Management	5	Level 3 Workplace & Facilities Management		✓	✓
<b>FM3.07</b>	Budget Management of Workplace & Facilities Management Operations	4	Level 3 Workplace & Facilities Management			✓
<b>FM3.08</b>	Understanding Workplace & Facilities Management within the context of an Organisation	4	Level 3 Workplace & Facilities Management			✓
<b>FM3.09</b>	Understanding Support Services Operations in an Organisation	3	Level 3 Workplace & Facilities Management			✓
<b>FM3.10</b>	Space Planning in Workplace & Facilities Management	4	Level 3 Workplace & Facilities Management			✓
<b>FM3.12</b>	Understanding the Estate Management Function	4	Level 3 Workplace & Facilities Management			✓

## Tuition

The training we provide is practical and workshop orientated with real world scenarios. It is designed to ensure that the student can immediately start to implement their learning in the workplace. Our virtual classes are highly interactive with Workshops, PowerPoint presentations, polls, quizzes, puzzles and videos. They are geared towards engaging with the learner and involving them in the learning process.

**BOOK NOW**

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