

Advanced Program in Building Management

Course Profile

PRO-BMT Course Code:
APBM

Instructor:
Pro-BMT Trainer

Phone:
1800 766 268

ABMA Course Code
BMT002

Delivery Model
Online via Zoom

Email
training@pro-bmt.com.au

Pro-BMT delivers ABMA-accredited training programs in accordance with the ABMA Building Management Code.

Course Overview

The PRO-BMT [“Professional Building Management Training”] Advanced Program in Building Management (APBM) is a nationally unique, industry-focused program designed for professionals working within residential, mixed-use, and commercial Class 2–9 buildings, including the Management Rights sector. The program supports employees seeking roles with Management Rights owners and facilities management service providers by delivering a practical understanding of caretaking and facilities delivery standards under Caretaking and Facilities Management Agreements.

The Advanced Program in Building Management is ideal for caretaking and facilities staff seeking to accelerate workplace capability, strengthen compliance knowledge, and demonstrate measurable professional competency to employers.

Learning Outcomes

- Identify infrastructure within residential, mixed-use, and commercial Class 2–9 buildings and maintain asset registers
- Update preventative maintenance programs and manage statutory compliance records
- Self-assess caretaking and facilities delivery standards against required performance benchmarks
- Apply Work Health and Safety procedures within a common property workplace
- Support Health & Safety Representatives and WHS compliance activities
- Apply contractor management and facilities management plans
- Prepare operational and job-related performance reports

Teaching Strategies & Objectives

The Advanced Program in Building Management is delivered through structured online learning supported by practical, site-based assignments across 10 competency modules. Where participants are not currently engaged at an operational site, a sample property is provided to enable full practical participation. All PRO-BMT trainers bring extensive experience managing residential and mixed-use strata schemes, commercial buildings, and accommodation assets across Australia.

Assessment & Certification

Participants who successfully complete all assessment requirements are awarded a PRO-BMT Certificate of Completion – Advanced Program in Building Management.

Pre-Requisite Qualifications

Participants must have successfully completed the Foundation Program in Building Management (FPBM) prior to enrolment in the Advanced Program in Building Management. Previous experience may be considered. Contact us for more information.

Course Schedule

1. Industry Introduction & General WHS Induction
2. WHS Plan Development & HSR Site Inspection
3. Essential Services & Asset Registers
4. Routine Maintenance Scheduling & Contract Management
5. Fire Protection Systems – Baseline Data & Management Planning
6. Introduction to Soft Services
7. Budgeting, Tendering & Maintenance Contract Management
8. Operational Reporting (BCAR & Building Manager Reporting)
9. Regulatory Compliance Audit
10. Elective Modules

Elective Modules

- Garden Maintenance Management Plan
- Pool & Spa Management Plan
- Cleaning & Waste Management Plan
- Tendering & Project Management
- Self-Assessment of Building Management Standards
- Residents Handbook
- Caretaking Operations Manual