



**Career Excel
Academy**
Higher Education

*4-Week Introductory Certified
Online Programme in*

FACILITIES MANAGEMENT

**FOR BUILT ENVIRONMENT
PRACTITIONERS
(FMP)**

**Department of
Facilities and Asset Management**

IN PARTNERSHIP WITH



PRESENTATION

4-Week Certified
Online Course

COURSE DATES

7 Sep 2026
5 Oct 2026
9 Nov 2026
3 Dec 2026

COURSE FEES

SAPOA Members
R4 200

Non-SAPOA Members
R4 950

ASSESSMENT

1 comprehensive final
assignment submitted
at the end of the
4 weeks.



4-Week Introductory Certified Online Programme

Facilities Management Programme

INTRODUCTION

In an era of rapid technological advancement and evolving industry demands, continuous learning is not just an advantage, but a necessity. This online learning course has been meticulously designed to equip you with the knowledge, skills, and insights required to thrive in the dynamic world of architecture, engineering, construction, and urban planning. Our flexible and comprehensive modules offer an unparalleled opportunity to learn at your own pace, from anywhere in the world. Prepare to engage with cutting-edge concepts, practical applications, and a community of like-minded individuals, all dedicated to shaping the sustainable and innovative built environments of tomorrow.

PROGRAMME OBJECTIVES

The objective of this programme is to equip students with a knowledge base suitable for structuring and executing a facilities management strategy.

PROGRAMME OUTCOMES

Delegates will be able to produce an assignment that can be used as a framework to compile their own Instruction Manual For Facilities Management Practice. This can be developed into a workplace manual and the practical application of knowledge that promotes excellence in how to get the job done!

PROGRAMME STRUCTURE AND CONTENT

- Introduction to Facilities Management body of knowledge (FMBOK)
- Facilities Operational Management, Services and Utilities
- Commercial and Contracts Law in the Property Industry
- Property Economics, Budgets and Life Cycle Costing
- Feasibility Studies and Investment
- Asset and Property Management
- Property Financial and Tenant Management
- Total Quality Management
- Risk Management
- Communication
- Marketing and Public Relations
- Operational Facilities Management, Legal and Managerial
- Public Private Partnerships
- Stakeholder Engagement
- Strategic Goal Alignment

PROGRAMME FORMAT

The programme is presented 100% online over a 4-week period. The format relies on pre-recorded video lectures and digital learning materials hosted on the Learning Management System (LMS), allowing delegates to study at their own pace from anywhere. The course commences with a live online orientation session led by the course tutor to introduce the curriculum and platform. Following orientation, all pre-recorded video lectures, interactive materials, and reading resources are accessible 24/7 on the LMS for the duration of the 4 weeks.

4-Week Introductory Certified Online Programme

Facilities Management Programme

WHO SHOULD ATTEND?

The Facilities Management Programme caters to individuals in first and middle management roles within both the private and public sectors, focusing on asset and maintenance management. Its primary objective is to furnish candidates with the necessary skills for formulating effective facilities management strategies. This field presents a wide array of employment prospects within the built environment, accompanied by comprehensive coverage of all study materials included in the course cost.

CERTIFICATE REQUIREMENTS

- Certificate of Attendance: Issued to participants who complete all pre-recorded online video modules.
- Certificate of Competence: Issued to participants who complete all video modules and achieve a minimum score of 50% on the final 4-week assignment.

COURSE PRESENTERS

All presenters on the course are recognised leaders in their fields:

Lecturer: Mr Cliff Hocking



Cliff Hocking is a distinguished FM expert with over 50 years of experience across Africa. As Principal Consultant of Wilconox, he has developed strategies for Mercedes Benz SA and the SA Reserve Bank. As a former President of SAFMA, Cliff has held executive roles at TFMC and Drake & Scull. He holds National Diplomas in Business Administration and Organisation and Work Study, plus a UCT Executive Development qualification. His extensive background in delivering professional FM training ensures students gain deep practical insight into international best practices.

Programme Leader: Mr Karel Oberholzer



Karel Oberholzer is a property development specialist with over two decades of experience in banking and construction. Currently a director at Innovative Consolidated Group, he previously held senior roles at Bigen Group and Calgro M3, managing complex residential life cycles. His expertise includes 14 years at FNB, where he led advanced analytics. Academically, Karel holds an honours degree in Urban Geography and an MBA. This combination of analytical mastery and leadership in the built environment provides students with a commercially grounded perspective on property management.

REGISTRATION

- Registration covers attendance of all sessions, as well as all programme material.
- Closing date(s) for registration are one week prior to the start of the programme.
- Cancellations must be received one week before the start of the programme or the full programme fee will be charged.
- For more information on application and registration procedures, please visit our website at www.cea.ac.za.

4-Week Introductory Certified Online Programme

Facilities Management Programme

CERTIFICATES AND CPD CREDITS

- A Certificate of Attendance will be awarded to participants who attended attend the sessions only.
- A Certificate of Competence will be awarded to each participant who attended the sessions, completed each module / assignment, and achieved a minimum of 50%.

PROGRAMME OVERVIEW

Programme	Facilities Management
Format	4-Week Introductory Certified Online Programme
Course Fees	R4 950 (SAPOA members) R4 200 (Non-SAPOA members) Additionally students may make use of  CAPITEC Education Finance services.
Inquiries	info@cea.ac.za

DAILY TIME SCHEDULE

Flexible 24/7 Access – Study at your own pace over the 4-week course period.

ENQUIRIES

Career Excel Academy

 cea.ac.za

 [012 884 0198](tel:0128840198)

 info@cea.ac.za

 Main Campus: CMA Office and Conference Centre (PTY) LTD 2nd Read, Halfway House, Midrand, 1685

 Centurion Office: 140 Bauhinia Street, Highveld Techno Park, Centurion, 0169