Certificate in Maintenance Planning and Scheduling Training Course

Professional Development Training Course Outline

Category	Project Management	**Duration**	5 Days
Base Fee	$1,500 USD	**Delivery Mode**	Online / On-site Hybrid

Course Introduction

Certificate in Maintenance Planning and Scheduling Training Course is designed to empower participants with cutting-edge tools and techniques required to optimize maintenance processes in industrial and commercial environments. In an era where asset reliability, cost-efficiency, and minimal downtime are crucial, this course delivers practical skills in preventive maintenance, predictive maintenance, workflow optimization, and CMMS (Computerized Maintenance Management Systems) utilization. The course aligns with global best practices and ISO standards, enabling learners to significantly boost asset performance and reduce lifecycle costs.

Participants will gain a competitive advantage by mastering modern maintenance planning strategies, work order systems, resource allocation, and shutdown planning. With a perfect balance of theory and practical application, this course is ideal for maintenance professionals seeking certification and career advancement. By the end of the program, learners will be proficient in developing effective maintenance schedules, minimizing unexpected breakdowns, and enhancing productivity in various sectors, including manufacturing, oil and gas, utilities, and facilities management.

Programme Curriculum

Certificate in Maintenance Planning and Scheduling Training Course

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Course Objectives

Upon completion, participants will be able to:

1. Understand the fundamentals of maintenance planning and scheduling.
2. Apply predictive and preventive maintenance techniques effectively.
3. Utilize CMMS tools for work order tracking and asset management.
4. Optimize workflow processes in maintenance operations.
5. Develop and manage resource allocation strategies.
6. Plan and execute shutdowns and turnarounds with minimal downtime.
7. Analyze equipment failure patterns using root cause analysis (RCA).
8. Implement reliability-centered maintenance (RCM) practices.
9. Generate accurate maintenance budgets and cost controls.
10. Improve equipment uptime with condition-based monitoring.
11. Align maintenance tasks with ISO 55000 and global best practices.
12. Enhance team coordination through maintenance communication protocols.
13. Track and evaluate performance through KPIs and continuous improvement methods.

Target Audience

1. Maintenance Engineers
2. Facility Managers
3. Plant Supervisors
4. Reliability Engineers
5. Maintenance Planners
6. Operations Managers
7. Project Engineers
8. Technical Officers

Course Duration: 5 days

Course Modules

Module 1: Introduction to Maintenance Planning

- Definition and types of maintenance
- Importance of structured planning
- Key functions of a maintenance planner
- Tools and software used in maintenance
- Industry applications and trends
- **Case Study**: Planning maintenance in a food processing facility

Module 2: CMMS and Work Order Systems

- Overview of CMMS platforms
- Work order creation and tracking
- Integration with asset databases
- Enhancing reporting and KPIs
- Automating task assignments

- **Case Study**: Implementing CMMS in a hospital

Module 3: Preventive and Predictive Maintenance

- Scheduled vs. condition-based maintenance
- Setting up maintenance intervals
- Predictive tools (vibration, thermography)
- Data collection and analysis
- Cost-benefit analysis
- **Case Study**: Predictive maintenance in a mining operation

Module 4: Maintenance Workflow Optimization

- Mapping workflows and responsibilities
- Eliminating process bottlenecks
- Standardizing maintenance tasks
- Communication between departments
- Lean maintenance techniques
- **Case Study**: Workflow re-engineering in an oil refinery

Module 5: Shutdown and Turnaround Management

- Shutdown planning steps
- Timeline and resource allocation
- Risk management
- Post-shutdown evaluation
- Communication planning
- **Case Study**: Annual maintenance shutdown in a manufacturing plant

Module 6: Root Cause and Failure Analysis

- Techniques for identifying root causes
- Using RCA tools (5 Whys, Fishbone, etc.)
- Failure Modes and Effects Analysis (FMEA)
- Documentation and tracking
- Implementing corrective actions
- **Case Study**: RCA after equipment failure in a power plant

Module 7: Cost Control and Budgeting

- Forecasting maintenance costs
- Capital vs. operational expenses
- Budget monitoring tools
- Reducing maintenance waste
- Cost-benefit analysis of outsourcing
- **Case Study**: Budget optimization in a public utility

Module 8: Performance Measurement and Continuous Improvement

- Setting SMART KPIs
- Using dashboards and reports
- Benchmarking performance
- Continuous improvement cycles (PDCA)
- Staff engagement in improvement
- **Case Study**: Continuous improvement in a logistics company

Training Methodology

- Interactive instructor-led sessions
- Hands-on practical workshops
- Group assignments and simulations
- Real-world industry case studies
- Continuous assessments and quizzes

Register as a group from 3 participants for a Discount

Send us an email: info@fineskilltrainingcenter.org or call *+254769199797*

Certification

Upon successful completion of this training, participants will be issued with a globally- recognized certificate.

Tailor-Made Course

We also offer tailor-made courses based on your needs.

Key Notes

a. The participant must be conversant with English.

b. Upon completion of training the participant will be issued with an Authorized Training Certificate

c. Course duration is flexible and the contents can be modified to fit any number of days.

d. The course fee includes facilitation training materials, 2 coffee breaks, buffet lunch and A Certificate upon successful completion of Training.

e. One-year post-training support Consultation and Coaching provided after the course.

f. Payment should be done at least a week before commence of the training, to Fineskill Training Center account, as indicated in the invoice so as to enable us prepare better for you.

Upcoming Scheduled Sessions

Start Date	End Date	Location	Price
23 Nov 2026	27 Nov 2026	Online	$1,000
23 Nov 2026	27 Nov 2026	Physical	$1,500
23 Nov 2026	27 Nov 2026	Physical	$3,000
23 Nov 2026	27 Nov 2026	Physical	$3,000
23 Nov 2026	27 Nov 2026	Physical	$6,000
23 Nov 2026	27 Nov 2026	Physical	$4,500

Start Date	End Date	Location	Price
23 Nov 2026	27 Nov 2026	Physical	$6,000
23 Nov 2026	27 Nov 2026	Physical	$6,000

Ready to enroll or request a customized program? Book online or contact us:

Register Online Now

Email: info@fineskilltrainingcenter.com | Website: www.fineskilltrainingcenter.com