



Maintenance Management Professional Certification Program

MMP Module 6: Maintenance Work Management

Overview of Maintenance Management Professional Education and Certification Program

Developed and authorized by PEMAC Asset Management Association of Canada, the Maintenance Management Professional (MMP) Certification Program” consists of eight courses which provide learners with an understanding of the various concepts necessary to be an effective maintenance and physical asset management professional. Individuals who successfully complete all eight courses are eligible to apply to PEMAC Asset Management Association of Canada, for the “Maintenance Management Professional” (MMP) certification and the right to use “MMP” designation behind their name. Renewal requirements to maintain the certification include demonstrating a minimum standard of continuing professional development (CPD), and payment of recertification fees.

The program is designed for individuals who are:

- already in maintenance management or supervisory positions and are seeking formal training.
- aspiring to management positions in the maintenance field
- seeking full maintenance accreditation through the MMP designation (Maintenance Management Professional), or
- those seeking focused training in selected areas.

Module 6 Course Description

Maintenance Work Management forms the foundation to a maintenance department's ability to effectively add value to an organization and its customers. Effective maintenance work management ensures that the right things are done at the right time using the right resources and the right tools to assist an organization in its aims to deliver value reliably. This module provides a study of the fundamentals of the work management processes. It looks at the key steps in the process and provides a more detailed overview of the basics of planning, scheduling and work coordination methods. Upon completion of this module, participants will have a sound understanding of the maintenance work management process, the interaction between steps in the process, practices and tools available to support the process, and how to apply them to effectively transition from reactive to proactive maintenance management. Key learning elements include effective use of resources, aligning maintenance activities with production or service schedules, developing and documenting maintenance strategies and integrating proactive maintenance tactics. (30h)

Learning Outcomes

Upon successful completion of this course, you will be able to:

1. Develop or manage maintenance planning and scheduling activities within the context of a standardized, coordinated maintenance Work Management program.
2. Describe the benefits associated with a standardized process for Work Management clearly enough to motivate appropriate change in an organization.

3. Describe the skills and specific areas of knowledge that are required of the various roles in a standardized, coordinated maintenance Work Management program.
4. Develop organization-specific criteria to determine what work needs to be planned and scheduled and how to prioritize it.
5. Describe the benefits of using CMMS software to integrate maintenance planning, scheduling and coordination.
6. Apply project management techniques (such as Work Breakdown Structure, Critical Path Method) to the planning and scheduling process when appropriate.
7. Effectively use performance indicators and metrics in planning and scheduling and other work management functions.