

MANAGEMENT/ADMINISTRATION

Property Management Certification

Property Management course will help you understand the responsibilities, functions, and skills involved in property management. This course will teach you how to distinguish between off-site and on-site property managers and their duties, positions, training, and expertise. At the end of this course you will have increased your property management expertise, as well as developed some practical application guidelines that you can apply immediately to your business. Significantly supplement your income when you decide to add residential property manager to your real estate profession.

Certification Issued By

Leadership & Management Global Organization (LMGO - Switzerland) The Leadership and Management Global Organization (LMGO ®) is a global provider of leadership development and management research and certifications. Ranked among the world's top providers of executive accreditation and standardization, LMGO helps clients leverage leadership and management to drive results that matter.

Membership Benefits

High Authority Council for Arab Managers HACAM believes that this certificate will be a valuable resource for professionals within the Arab world in order to understand how these and other processes for organizational improvement are interrelated. HACAM provides training program in the Middle East and targets Managers of quality-focused organizations/industries, professionals aiming to increase their effectiveness/ productivity and anyone interested in the field of quality.

Who Should Attend?

Real Estate Brokers, Sales and Agent or those who are interested in this field of career

Eligibility

You are qualified to take this Certification if you have any of the below requirements:

- ✓ Must have at least one year experience in related field
- ✓ Bachelors or Masters Degree

Course Parts

The six P's in Property Management:

- the Problem
 - Inexperienced agents
 - Lack of owner expertise
 - Illegal tenancy
 - No property history
- the Profession
 - Fair Housing Laws
 - Equal opportunity
 - Civil rights
 - Anti-discrimination
 - Protected groups associated with a disability
 - Duties to clients, customers, public, and REALTORS®
- the People/Players
 - Licensed sales agent
 - Investors and property owners
 - Professional property management firms
 - Property management personnel
 - Maintenance personnel
 - Tenants
- the Profit
 - Replacement cost methods
 - Depreciation
 - Trust fund accounting
 - Security deposit
 - Income analysis
 - Investment analysis
 - Future rates of return and economic rates
- the Property
 - Lifecycle of the Property
 - Physical premises analysis
 - Residential home inspector versus licensed contractor
 - Disclosures during escrow, warranties, and guarantees
 - Habitability and maintenance types
 - Single family units
 - Non-residential
 - Maintenance reports
- the Paperwork
 - Insurance
 - Insurance policy exclusions and indemnification
 - Lender requirements
 - Legal elements of a contract
 - Interpretation of contracts
 - Entering into and terminating a contract for an income property unit
 - Eviction
 - Process for non-voluntary termination
 - Rent control
 - Basic property management forms

How To Register?

- ✓ [Register Online](#) or
- ✓ Fill-up the [registration form](#) and visit the Institute, with the following requirements then pay the necessary fees.
 - passport copy
 - 1 copy of passport size photo

MANAGEMENT/ADMINISTRATION

Contact Us

TOLL FREE: 800 24 25 63
Tel: +971 4 29 44 001
Fax: +971 4 29 44 002
Mob: +971 50 108 7171
Email: info@aialme.com
Web: www.aialme.com

Address:

Arab Institute for Accountants & Legal
Office 1004, 1st floor
Al Rigga Business Center
Ibis Hotel Building
Al Rigga Road, Deira
Dubai United Arab Emirates

For More Inquiries:

- ✓ info@aialme.com
- ✓ registration@aialme.com

