



Manage the Life Cycle of Work from Work Identification to Work Order Closing

This course provides the tools to build effective, repeatable procedures for PMs, job plans, lubrication procedures, operator checklists, and operational procedures. In addition to using job mapping as a method to develop effective work procedures, attendees will learn the three levels of procedures and what each level should include. As a result, they will be able to develop inspection procedures to ensure repeatability between craft personnel to remove the variability of results and promote productivity. Additionally, the individual roles of the Planning and Scheduling Work Team are clarified, which leads to improvements in all elements of the Work Management System.

YOU WILL LEARN:

- How to develop job maps as a method to build effective work procedures
- The steps to ensure repeatability in inspections and other work
- How to create effective procedures for a variety of tasks
- To effectively identify and prioritize work
- Strategies to reduce time to effectively plan work
- To efficiently utilize maintenance labor
- How to calculate and manage backlog
- How to perform equipment walk downs and develop job scope
- How to schedule routine daily and weekly maintenance tasks
- The importance of developing better work procedures that can be used for knowledge transfer as skilled workforce reaches retirement age

TARGET AUDIENCE:

- Maintenance Planners
- Maintenance Supervisors
- Operations/Production Coordinators
- Reliability Engineers
- Maintenance Managers wishing to gain a comprehensive understanding of best practices of planning and scheduling as well as detailed work procedure development

COURSE DURATION

3 Days

This course is offered in both public and private settings.

