

## Property Management Real Estate



IM-4 2 Days (14 Hours)

### Description

The management of real estate used by the company for the needs of its activity is at the heart of the property management function. For the stakeholders concerned, this implies an expansion of their range of know-how: definition of occupancy standards and development benchmarks, participation in the choice of premises, in the negotiation of leases, in the control of rental charges, in the management Works. These different points will be covered during this training. This development also illustrates the rapprochement of Property and Facility Management within a real estate function that is increasingly integrated into companies.

### Who is this training for ?

#### For whom

Manager of real estate and assistant services, director and manager of General Services, business manager and asset manager.

#### Prerequisites

- Incoming or experienced managers in the “real estate and work environment” sector.

### Training objectives

- Identify real estate market indicators.
- Optimize space occupancy.
- Participate in the negotiation of leases and relations with lessors.

### Training program

Définir les périmètres respectifs du Property Management et du Facility Management

- Identify the issues specific to each function and the interactions between them.
- Compare the respective interests of a diffuse organization or a grouping within a real estate division.
- Integrate new issues in terms of sustainable real estate development, agenda, labels, environmental annex to the lease.

#### Utiliser les indicateurs du marché de l'immobilier

- Characterize the premises: typologies of buildings, surfaces.
- Deep your knowledge of the market and costs.
- Integrate new issues in terms of sustainable real estate development , agenda, labels, environmental annex to the lease.

#### S'approprier les méthodes et les outils du Property Management

- Locate the information to be collected.
- Choose the inventory and monitoring tools for the real estate portfolio.
- Synthesize these elements in a D.I.E (Real Estate Diagnostic Company).
- Identify optimization levers.

#### Participer à la négociation avec les bailleurs

- Identify the essential points of the regulation of commercial leases.
- Contribute to the drafting of the contractual clauses of the lease.
- Be the operational contact for the lessor and the trustee.
- Manage lease ends.

#### Activité à distance

- To illustrate the contribution of knowledge: a "Property Management Real Estate" video.