

Professional Development



Certificate for Apartment Maintenance Technicians

Registration Deadline: August 25, 2017



Earning your CAMT validates your knowledge, enhances your reputation and credibility, boosts your confidence, and earns you respect. Advance your career by expanding your knowledge in the following areas:

- Processing work orders correctly, timely, and to residents' satisfaction
- Electrical services and repairs
- Plumbing services and repairs
- HVAC services and repairs
- Painting services
- Construction services and repairs
- Mechanical services and repairs
- Appliance services and repairs
- Lock and key services and repairs
- Customer service and performing maintenance tasks according to company policy and procedures
- Minimizing personal and property damage while safely performing maintenance activities
- Fair housing regulation compliance
- Environmental responsibility and regulatory compliance
- Reporting and documentation of maintenance activities in compliance with company policy and regulation
- Curb appeal, property inspection, and daily maintenance
- Established procedures for maintaining recreational facilities and common areas
- Implementation of a preventive maintenance schedule
- Product repair and replacement decisions
- Professional behavior patterns, communication skills, and appearance
- Clear and respectful communication with residents, team members, and contractors



Instructor: Tom Warren, Regional Maintenance Director at CORE Realty Holdings Management has over 30 years of experience with expertise in all areas of apartment maintenance. Tom's taught the CAMT for more than three years along with courses throughout the year. In 2016, he received the Donald J. Williams Volunteer of the Year award and sits as the Chair of the 2017 Maintenance Committee.

CAMT candidates must pass the exam, complete the classroom and virtual coursework, and meet minimum experience requirement of 12 months of apartment or rental housing maintenance within 12 months of declaring candidacy.

Indianapolis CAMT 2017 Registration Form

Registration Deadline: August 25, 2017

Time: 9:00am - 4:00pm

Cost: Members: \$995 for entire course; \$295 per class
Non-Members: \$1,700 for entire course; \$380 per class

Dates/Locations: Entire Course

<input type="checkbox"/>	September 6	Hays and Sons	Electrical Maintenance
<input type="checkbox"/>	September 7	CORE Riverbend	Electrical Maintenance
<input type="checkbox"/>	October 4	Hays and Sons	HVAC Maintenance
<input type="checkbox"/>	October 5	CORE Riverbend	HVAC Maintenance
<input type="checkbox"/>	October 6	Location TBD	HVAC Maintenance
<input type="checkbox"/>	November 8	Hays and Sons	Appliance Maintenance
<input type="checkbox"/>	November 9	CORE Riverbend	Appliance Maintenance
<input type="checkbox"/>	December 7	Hays and Sons	Plumbing Maintenance
<input type="checkbox"/>	December 8	CORE Riverbend	Plumbing Maintenance
<input type="checkbox"/>	December 12	Location TBD	Interior/Exterior Maintenance

We encourage you to register online at www.iaaonline.net. Call 317-816-8900 for your login credentials. Fax completed registration form to 317-816-8911 or email it to iaa@iaaonline.net. Payment required by August 25, 2017.

Registration Details

Name: _____ Position: _____

Management Company _____ Property: _____

Email Address: _____

Cell Phone _____ Authorized By: _____

Payment Method

(Management company is responsible for all unpaid charges)

Check Enclosed \$ _____ Credit Card (Visa, Mastercard, American Express accepted) \$ _____

Name on Card: _____ Signature: _____

Card Number: _____ Exp. Date : _____ Security Code: _____

Billing Address: _____

Phone # of card holder: _____ Email Address of card holder: _____

No cancellations or refunds accepted after registration deadline.

Sponsored by:

