

- Retail facilities
- Utilities facilities
- Other/please specify

CHECK YOUR AREA OF FM:

- Full-time Facility Manager
- Sales, Marketing and / or Business Development
- Consultant (Providing FM guidance only)

Please specify: _____

What is your company's specific business activity?

WHAT ARE YOUR PRIMARY RESPONSIBILITIES?
SPECIALITIES: _____ % OF TIME SPENT

Communications
(technology, integration,
knowledge management)

Finance (with regard to real
estate and facilities: Analyzing,
accounting, forecasting, budgeting,
tax, auditing and controlling)

Human and environmental factors
(environmental, health and safety,
workplace dynamics, teamwork,
inter-personal behaviours, ergonomics)

Leadership and Management
(code compliance, telecommunications,
purchasing, security, food services,
transportation, furnishings and
equipment inventory, maintenance,
and outsourcing management)

Operations and Maintenance
(physical plant, preventive maintenance,
conservation, energy management systems).

Planning and Project Management
(strategic, tactical and annual facility
planning; new construction and / or
renovation projects; interior space planning
and design, workplace specifications, installation
and space-management; architecture
and / or engineering projects).

Quality Assessment and Innovation
(International standards organization,
Standards, facility audits,
total quality management).

- Real Estate (real estate acquisition, financials, negotiations and/or disposal)
- Sales, Marketing and/or business development
- Technology (development, of information technology (IT) systems)

WHAT IS YOUR HIGHEST LEVEL OF EDUCATION?

- University degree
- NCE degree
- Post graduate degree
- Others please specify _____

How did you hear about IFMA?

- IFMA Chapter
- Internet
- Seminar Conference
- Advertisement or Direct Mail
- School/College
- IFMA Member
- Others please specify: _____

Kindly attached all Educational Credentials and CV

Registration Fees	N20,000:00
Registration Fees (Undergraduate Student)	N5,000:00
Dues	
Member	N30,000:00
Undergraduate Student	N5000:00

RETURN COMPLETED FORM WITH PAYMENT TO:

The Secretariat IFMA,
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Alagomeji, Yaba
Lagos, Nigeria
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