

Comprehensive Property Management: Mastering the Essentials

Special Workshops
Kuala Lumpur (Malaysia)
25 - 29 Aug 2025

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Comprehensive Property Management: Mastering the Essentials

Ref: 321773_136340 **Date:** 25 - 29 Aug 2025 **Location:** Kuala Lumpur (Malaysia) **Fees:** 4200 Euro

Course Description

This comprehensive 5-day property management course equips participants with essential skills and knowledge to excel in residential and commercial property management. Covering legal aspects, financial management, tenant relations, and maintenance strategies, this course provides a solid foundation for property management success.

Learning Objectives

- Understand legal and regulatory requirements in property management
- Develop effective financial management and budgeting skills
- Master tenant screening, retention, and conflict resolution techniques
- Implement efficient property maintenance and improvement strategies
- Learn marketing strategies to maximize occupancy rates

Course Modules

Day 1: Introduction to Property Management

- Overview of property management roles and responsibilities
- Types of properties and management structures
- Legal and ethical considerations
- Industry trends and best practices

Day 2: Financial Management and Accounting

- Budgeting and financial planning
- Rent collection and trust accounting
- Financial reporting and analysis
- Tax considerations for property managers

Day 3: Tenant Relations and Leasing

- Tenant screening and selection processes
- Lease agreements and negotiations
- Conflict resolution and communication strategies
- Fair housing laws and compliance

Day 4: Property Maintenance and Improvements

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- Preventive maintenance planning
- Managing vendors and contractors
- Emergency response procedures
- Property inspections and documentation

Day 5: Marketing and Business Development

- Effective property marketing strategies
- Maximizing occupancy rates
- Building and maintaining owner relationships
- Technology and software in property management

Practical Wins for Participants

- Develop a comprehensive property management plan
- Create effective financial reports and budgets
- Implement a tenant screening and retention strategy
- Design a preventive maintenance schedule for properties

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