

CERTIFICATE FOR APARTMENT  
MAINTENANCE TECHNICIANS



Presented by



Partnering  
with



## Why Become a CAMT?

Not only will you benefit from this program being ANSI accredited but you will also have the following benefits;

**Increased technical, business, and personal development skills**

**Improved on-the-job performance**

**Increased knowledge**

**Enhanced value to employer in terms of pay, benefits and other forms of recognition**

**National recognition**

**Improved Professionalism**

## CAMT

This course is designed as an introduction for new maintenance professionals, or as a refresher for the veteran employee, to give these professionals the knowledge and tools necessary to run an effective maintenance program and pave a career path towards success. Take this course if you are motivated to not only earn the CAMT certificate, but also want to increase your technical, business, and personal development skills while immediately improving on-the-job performance. When you successfully complete the course and meet the ANSI requirements, you'll earn the nationally recognized CAMT Certificate!

**The CAMT program is ANSI accredited**

### What is ANSI?

The American National Standards Institute (ANSI) is an internationally recognized certifying body and provides a third-party accreditation of certificate and certification programs.

### What are some of the benefits of ANSI accreditation?

- CAMT is the single national standard for apartment maintenance and will stand out in the apartment industry as a high quality certificate program
- Continual quality improvement
- Marketplace distinction and advantage
- CAMT offers "blended learning", integrating seven hours of online coursework with 70 hours of in-classroom study.
- Visibility for unique program expertise, qualifications, and integrity
- Confidence from consumers, industry, and government agencies

### THE COURSES

CAMT Training includes seven courses: the five technical courses consist of hands-on classroom training followed by online practice scenarios; the two non-technical courses consist of online learning followed by online practice scenarios.

**Non-Technical Courses \*\*Must be taken BEFORE you take the online comprehensive final exam.**

These courses are taught entirely online, allowing you to take each course at your convenience and at your own pace. After learning the new content in each course, you'll go through a set of "real life" scenarios to reflect on what you've learned and apply it to your job.

#### Inside the Apartment Business

*2 Hours of Online Content with ½ Hour of Online Practice Scenarios*

**Inside the Apartment Business** offers learners an overview of the apartment industry and the

maintenance professional's role in contributing to a community's success. This course covers the technician's responsibilities; compliance with relevant laws, regulations, and guidelines; safety standards; and customer service.

#### People, Projects and Profits

*2 Hours of Online Content with ½ Hour of Online Practice Scenarios*

**People, Projects, and Profits** gives learners the professional skills they will need to take their performance on the job to the next level. This course covers business skills, such as finance and budgets, time management, and project management, as well as "softer" skills such as communicating with bosses, peers, and residents and being a good teammate.

*(Courses continue on back)*





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Indiana Apartment  
Association™

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### Technical Courses

The five technical courses take place in the classroom, with instructors presenting core concepts and procedures. These activities will include discussions and hands-on activities, followed by online practice scenarios which allow you to play the role of a maintenance technician in realistic situations.

#### Electrical Maintenance and Repair • February 8, 9 • 9:00am – 4:00pm

The **Electrical Maintenance and Repair** course provides the solid foundation in electrical work that learners must have to be successful on the job, especially when working with appliances and HVAC. Content includes understanding systems and circuits; switches, receptacles, and fixtures; using meters; making diagnoses and repairs; following regulations; and safety issues.

#### Plumbing Maintenance and Repair • March 6, 7 • 9:00am – 4:00pm

The **Plumbing Maintenance and Repair** course teaches students how to maintain and repair plumbing systems and fixtures. Content includes an overview of the systems; key materials and equipment; pipes, fittings, and valves; and fixtures and appliances.

#### Heating, Ventilation and Air Conditioning Maintenance and Repair • April 10, 11, 12 • 9:00am – 4:00pm

The **Heating, Ventilation and Air Conditioning Maintenance and Repair** course teaches students how various heating and air conditioning systems work, as well as how to maintain and repair these systems.

#### Appliances Maintenance and Repair • May 9, 10 • 9:00am – 4:00pm

The **Appliances Maintenance and Repair** course teaches students how to install, diagnose and repair the key appliances that they will encounter on the job.

#### Interior and Exterior Maintenance and Repair • June 6 • 9:00am – 4:00pm

The **Interior and Exterior Maintenance** course gives learners what they need to know to keep the interior and exterior of the buildings on their property in excellent shape, both through repair and preventive maintenance. This course also teaches students how to perform “make-ready” activities, and gives them helpful checklists to use on the job.

**Full Program Fee: \$995 Member/\$1700 Non-Member**

**Fee Per Class: Electrical, Plumbing and HVAC • \$295 Member/\$380 Non-Member  
Appliances, Interior/Exterior • \$195 Member/\$299 Non - Member**

## CAMT 2012 Registration Form

Please register me for the following:

<input type="checkbox"/> Full Program	\$995 Member /\$1700 Non-Member
<input type="checkbox"/> Electrical <input type="checkbox"/> Plumbing <input type="checkbox"/> HVAC	\$295 Member / \$380 Non-Member
<input type="checkbox"/> Appliances <input type="checkbox"/> Interior/Exterior	\$195 per person /\$299 Non-Member

NAME \_\_\_\_\_

COMMUNITY \_\_\_\_\_

COMPANY \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ ZIP \_\_\_\_\_

EMAIL \_\_\_\_\_

AUTHORIZED BY \_\_\_\_\_  
(SIGNATURE)

(PRINT NAME) *Note that Management company is responsible for all unpaid charges*

Payment:     Check Enclosed                       Bill Community                       VISA/MasterCard/AMEX                       Bill Mgmt. Co.

Name on Card \_\_\_\_\_ Zip \_\_\_\_\_

Card# \_\_\_\_\_ Expires \_\_\_\_\_

#### TO REGISTER BY MAIL

Indiana Apartment Association  
9100 Keystone Crossing, Ste. 725  
Indianapolis, IN 46240

#### TO REGISTER BY FAX

(317) 816-8911

#### TO REGISTER ON OUR WEBSITE

www.iaaonline.net

