



# *Designated Striver?*

Enhance your professional growth in the apartment industry by earning your **Certificate for Apartment Maintenance Technicians (CAMT)**, a program that can take your career to the next level. CAMT training helps you to preserve the value of your apartment community and increase resident retention.

The National Apartment Association Education Institute (NAAEI) offers “blended learning”, integrating online coursework with in-classroom study and is a combination of Non-Technical and Technical courses, specifically designed for apartment maintenance professionals to meet the needs of today’s apartment residents.

#### **Non-Technical Online Courses:**

- Inside the Apartment Business
- People, Projects and Profits

#### **Technical Courses:**

- Interior and Exterior Maintenance and Repair
- Electrical Maintenance and Repair
- Plumbing Maintenance and Repair
- HVAC Maintenance and Repair
- Appliance Maintenance and Repair

Learn more about how you can earn your certificate.

Visit [www.naahq.org](http://www.naahq.org) or [www.ApartmentCareerHQ.org](http://www.ApartmentCareerHQ.org)

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**CAMT** 

CERTIFICATE FOR APARTMENT  
MAINTENANCE TECHNICIANS



## How to Obtain and Maintain the NAAEI Certificate for Apartment Maintenance Technicians (CAMT)

**To obtain a CAMT certificate you must have:** one year of apartment or rental housing maintenance experience before being eligible to receive the certificate; successfully completed the seven courses and online content listed below (which total 90 ½ hours); and meet all examination requirements within 24 months of declaring your candidacy for CAMT.

**To maintain a CAMT certificate you must:** pay annual membership renewal dues of \$50.00 and, beginning at your second renewal, report three Professional Development Activities (PDAs) earned during the preceding year.

### **Non-Technical Courses**

**Inside the Apartment Business** – This online course 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. *The course is 2 ½ hours of online content and practice scenarios.*

**People, Projects and Profits** – This online course 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. *The course is 2 ½ hours of online content and practice scenarios.*

### **Technical Courses**

**Electrical Maintenance and Repair** – This 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. *This course is 21 hours with one half-hour of online practice scenarios.*

**Plumbing Maintenance and Repair** – This 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. *This course is 14 hours with one half-hour of online practice scenarios.*

**Heating, Ventilation and Air Conditioning Maintenance and Repair** - This course is composed of Heating Maintenance and Repair, Air Conditioning Maintenance and Repair and The Future of Air Conditioning in the Apartment Industry. *The Heating component is 9 hours with one half-hour of online practice scenarios. The Air Conditioning component is 16 hours with one hour of online practice scenarios. The Future of Air Conditioning component is a one hour online course.*

**Appliance Maintenance and Repair** – This course teaches students how to install, diagnose and repair the key appliances that they will encounter on the job. *This course is 14 hours with one half-hour of online practice scenarios.*

**Interior and Exterior Maintenance and Repair** – This 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. *This course is 7 hours with one half-hour of online practice scenarios.*