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COURSE BROCHURE

Optimised Maintenance Work Management Training Course

23 – 27 November 2026
Madrid

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Registered in the United Kingdom and Saudi Arabia

Optimised Maintenance Work Management Training Course

Ref: 1723_63168 **Date:** 23 – 27 November 2026 **Location:** Madrid **Fees:** 6200 GBP

Optimised Maintenance Work Management is a 1-week training course for maintenance managers, planners and supervisors who build a maintenance work control charter covering work order flow, backlog limits, schedule compliance and spares rules. As craft hours tighten and asset owners demand higher uptime from ageing plant, the way work requests become executed jobs now decides cost and availability. Jupiter Prime Training delivers this course for leaders of maintenance work control.

Why Optimised Maintenance Work Management Matters Now

Three forces shape maintenance work control today: a shrinking pool of experienced technicians, operations teams expecting shorter outage windows, and finance functions pressing for lower cost per unit of output. A site that controls its work flow converts requests into planned jobs, protects wrench time and keeps backlog within healthy weeks of crew capacity. Without it, sites drift into reactive firefighting. The course rests on the work management cycle of identify, plan, schedule, execute and close out, and the planned versus reactive ratio.

Who Gains Most from Optimised Maintenance Work Management

- Maintenance managers accountable for crew capacity and the maintenance budget
- Planners who scope jobs, estimate labour and prepare work packages with parts and permits
- Schedulers who load weekly plans and negotiate equipment access with operations
- Supervisors who assign crews and confirm completion in the work order system
- Stores and spares coordinators responsible for critical parts availability and kitting

A site maintenance department that sends its manager, lead planner and two supervisors together gains most.

Optimised Maintenance Work Management Capabilities

Participants leave able to steer the flow of maintenance jobs from request to closure with measurable control points.

- Select a maintenance tactic for each asset class using criticality and failure behaviour — the strategy owner
- Design a work request and approval route with clear priority codes — operations and maintenance leads
- Calculate ready backlog in crew weeks and set upper and lower limits — the maintenance manager
- Build a weekly schedule that respects crew hours and equipment windows — the scheduler and plant operators
- Specify spares stocking rules for critical and slow-moving items — stores and finance

- Communicate a KPI dashboard of leading and lagging measures — site leadership

Key Optimised Maintenance Work Management Terms

- Ready backlog — approved jobs that are fully planned, with parts and permits available, measured in crew weeks of labour.
- Schedule compliance — the share of jobs on the frozen weekly schedule completed as planned during that week.
- Wrench time — the proportion of a technician's paid shift spent hands-on with tools at the job.
- Planned versus reactive ratio — the split of maintenance hours between scheduled work and unplanned breakdown response.
- Work package — the job plan, labour estimate, parts list, drawings and safety permits issued together to a crew.
- Kitting — gathering and staging all parts and materials for a planned job before the crew starts.

Optimised Maintenance Work Management Day by Day

Day 1: Maintenance Tactics and Work Flow Context

- Asset Criticality Ranking — Where Maintenance Effort Goes First
- Failure Pattern Review — Choosing Run-to-Failure, Time-Based or Condition-Based
- Work Management Cycle Mapping — Locating Delays Between Request and Closure
- Maintenance Cost Structure Breakdown — Labour, Parts, Contractors and Downtime
- Role Charter for Planner, Scheduler and Supervisor — Clear Handovers

Day 2: Requests, Priorities and Job Planning

- Work Request Screening Rules — Rejecting Duplicates and Unclear Requests
- Priority Matrix by Risk and Production Impact — Ranking Job Urgency
- Job Plan Templates and Standard Tasks — Repeatable Labour Estimates
- Work Package Assembly — Parts, Permits, Drawings and Tools Ready
- Planner Productivity Measures — Jobs Planned per Week and Plan Quality

Day 3: Scheduling and Backlog Control

- Weekly Schedule Loading Against Crew Hours — Realistic Commitments
- Frozen Schedule and Break-In Rules — Protecting Planned Work
- Backlog Sizing in Crew Weeks — Hiring, Overtime or Contractor Choices
- Backlog Ageing and Purge Reviews — Removing Obsolete Jobs
- Daily Coordination Meeting Format — Resolving Access and Resource Clashes

Day 4: Spares, Costs and Performance Measures

- Critical Spares Identification — Stocking Decisions for Long Lead Items
- Min-Max and Reorder Point Settings — Balancing Stock Cost and Availability
- Maintenance Cost per Unit of Output — Budget Targets and Variance
- Leading and Lagging KPI Dashboard — Signals for Weekly Reviews
- Wrench Time Sampling Study — Finding Lost Craft Hours

Day 5: Practising the Maintenance Work Control Charter

- Criticality-Based Tactic Selection Applied to a Plant Case — Strategy Choices
- Request-to-Schedule Simulation for a Weekly Plan — Flow Bottlenecks
- Backlog and Spares Rule Testing Against Case Data — Control Limits
- Continuous Improvement Loop from Job History — Repeat Failure Actions
- Maintenance Work Control Charter Drafting — Rules, Measures and Owners

Applying Optimised Maintenance Work Management After the Course

- Run a backlog purge and sizing review on the site work order system, then set crew-week limits with the maintenance manager.
- Launch a frozen weekly schedule with break-in rules and report schedule compliance to operations for four weeks.

Optimised Maintenance Work Management Questions FAQ

What is optimised maintenance work management and why does it matter now?

Optimised maintenance work management is the control of jobs from request through planning, scheduling and closure. It matters now because fewer skilled technicians and shorter outage windows leave no room for unplanned, poorly prepared work that wastes craft hours.

Which roles gain most from optimised maintenance work management?

Maintenance managers, planners, schedulers and supervisors gain most. Stores coordinators benefit too. Teams from manufacturing plants and utilities apply the same methods.

How does optimised maintenance work management differ from a reliability engineering course?

It focuses on the flow and control of maintenance jobs rather than failure analysis. A reliability course studies why equipment fails; this one ensures chosen tasks are planned, resourced and completed.

What do you bring back from optimised maintenance work management training?

You bring back a draft control document for your site: priority rules, backlog limits, schedule compliance targets, spares stocking rules and a KPI dashboard, each with a named owner.

Optimised Maintenance Work Management: The Way Forward

The maintenance work control charter sets the rules every request, plan and schedule follows. Its first use is deciding backlog limits and whether to add contractor hours. Managers, planners and supervisors use it weekly. After the first quarter, revisit the priority matrix and spares rules against real job history.