

Illinois Trucking Association

Presents

NATMI & The ATA Technology and Maintenance Council

CDME and CSME CertificationEssentials of Fleet Maintenance Management Course – August 2-3, 2023
Certification Exam on August 4, 2023

Joliet, IL

This course is required for the Certified Supervisor of Maintenance/Equipment (CSM/E) and the Certified Director of Maintenance/Equipment (CDM/E) designations. The program includes a certification examination after the second day of the course.

Course Benefits:

- Learn to schedule work effectively;
- Learn effective information management and use of computer technology in maintenance;
- Develop supervision skills to motivate technicians;
- Learn essential preventive maintenance skills;
- Learn how to deal with upper management effectively;
- Learn how to develop, track and evaluate training programs;
- Learn how to present effective meetings and programs; and
- Understand the regulations that cover maintenance operations.

Course Description

The program covers topics essential to effective management and administration of fleet maintenance operations.

- **Introduction to Fleet Management:** purpose and fundamentals of fleet maintenance management, the role of the fleet maintenance manager, and the skill sets and personality traits that help a manager succeed.
- **Maintenance and Repair Strategies:** the main categories of maintenance, the benefits of planned maintenance, and legal requirements for maintaining vehicles.
- **Maintenance Technology:** Issues to consider when implementing fleet maintenance software in your shop. Overview of Vehicle Maintenance Reporting Standards (VMRS) and asset codes.
- **Laws and Regs:** regulations shop managers need to know.
- **Budgeting:** developing a maintenance department budget, different categories of expenses, and determining cost-per-mile or cost-per-hour.
- **Human Resources:** Hiring effectively, complying with labor laws, and evaluating and coaching for performance improvement.
- **Training:** benefits of training, identifying training needs, implementing effective training programs, evaluating training quality, and tracking employee training progress.
- **Specifications and Purchasing:** the process of determining what your fleet needs, then bidding out and purchasing the needed equipment.
- **Warranty:** the importance of warranties and how to make the most of them.
- **Shop Operations:** maximizing staff operations and performance management.

**This course has been approved for Continuing Education Units through
The University of Denver Transportation and Supply Chain Institute**

Want to become certified?

Now you can do it for less money and in less time!

The course above is applicable toward NATMI's nationally recognized, university accredited certification programs. Taking the course is the first step toward earning a credential that will help you become a more competent professional, earn industry recognition and credibility in court testimony. For more information on membership or how to become certified, call (303) 952-4013.

If you have the job experience, you can pay one lump sum that covers all fees for certification and complete the process within 60 days of taking the training and exam.

How to Become Certified

Job Experience Required:

Certified Director of Maintenance/Equipment (CDM/E):

5 Years (or 4 years if you have a college degree) experience in motor fleet maintenance management

Certified Supervisor of Maintenance/Equipment (CSM/E):

2 years in motor fleet maintenance profession

NATMI Accelerated Certification School Format

Directors	
Certification Category:	CDM/E
On your own prior to courses:	
Course requirements:	Essentials of Fleet Maintenance Management – 2 day course
Exam:	CDM/E exam will be given following the course.
On your own following courses:	Submit certification application and exhibit binder within 60 days of classroom training and exam

Supervisors	
Certification Category:	CSM/E
On your own prior to courses:	
Course requirements:	Essentials of Fleet Maintenance Management – 2 day course
Exam:	CSM/E exam will be given following the course.
On your own following courses:	Submit certification application and exhibit binder within 60 days of classroom training and exam

Fees for Professional Certification Applicants:

All-inclusive tuition for Certification (includes course fees, NATMI membership fee, certification kit and certification application fee):

CDM/E or CSM/E certification: \$1,295*
(includes 2 days classroom training + certification exam)

Essentials of Fleet Maintenance Management Course ONLY:

\$880 members / \$1080 nonmembers

Seminar Location:

Illinois Trucking Association
2250 South Chicago Street
Suite 201
Joliet, IL 60436

Lodging Information:

Contact ITA: 217-789-6017

Seminar registration begins at 8:00 a.m and the course begins at 8:30 a.m. and ends at 5:00 p.m. Exams administered following the last day of the course. For further information, please call (303) 952-4013

Registration

To Register, please call Linda Blisset at:

217-789-6017

**Essentials of Fleet Maintenance Management Course –
August 2-3, 2023**

Certification Exam – August 4, 2023

Joliet, IL

Name _____

Company or Organization _____

Title _____

Address _____

City _____

State _____

Zip _____

Phone _____

Fax _____

E-Mail _____

Registration:

EFMM 2-day course only

Member*
 \$880

Non-Member
 \$1080

CDM/E or CSM/E Certification

\$1,295**

*Members of ITA or NATMI

**Certification price (\$1295) above includes course fee(s), NATMI membership, certification application fee and certification kit.

NATMI Membership: \$275/year

(Seminar discounts, professional certifications, mentor program, networking opportunities, newsletters) SLP23

Illinois Trucking Association Membership: Yes! I'd like information on membership sent to the above address.

Total: \$ _____

Check enclosed / Credit Card: MC Visa Amex

Card Number _____

Exp. Date _____

X _____

Signature _____

ccv# _____

Cancellations: Registration fees for cancellations received 30 days or more prior to a course can be refunded, less a \$50 fee. Cancellations received less than 30 days but more than 7 business days prior can be refunded, less a \$75 fee. No refunds will be provided for cancellations received 7 or fewer business days prior. Full payment can be transferred to future seminars if cancellation was made prior to course. While NATMI makes its best attempt to hold all scheduled courses, occasionally cancellation or postponement is necessary. In such cases, NATMI cannot be responsible for nonrecoverable prepaid travel expenses or fees incurred by a student. Please check course status with NATMI before purchasing airline tickets, etc.