

Grounds Maintenance



Having an experienced team to maintain the grounds offers a number of benefits such as reduced litter and unwanted landscaping debris while preserving the property and increasing visual appeal for clients and employees.



Overview

www.ndjconsultants.co.za 012-809 1424



OUTLINE

NDJ Consultants follows a participatory and experiential learning approach for skills development, and all sessions, besides lectures, are developed around experience-sharing and practical activities



1. Property Maintenance

- Exterior and interior building structures
- Rubbish and garbage
- Extermination
- Lights and ventilation
- Plumbing facilities and fixture requirements
- Sanitary drainage system
- Electrical facilities and equipment
- Fire safety requirements

2. Garden Maintenance

- General clean-up
- Sidewalks
- Soil
- Water system
- Pest control

3. How to Improve Productivity

- The four P's of productivity
- Planning your day and working according to a checklist

4. Team Cleaning

- Advantages of team cleaning
- My commitment to teamwork
- Teamwork checklist

5. Work Etiquette

- Communication
- Honesty
- How to deal with visitors
- Differences: work and home
- Addressing clients and superiors
- Attitude



OUTCOMES



Expected Outcome

As much as we might not like to admit it, looks are important, especially in the business world. If you regularly invite clients or potential new business partners to your premises, the first thing they'll notice is the outside area. Well maintained landscapes and buildings will create a long-lasting, positive impression and, ultimately, add value to your company.

Learning Programme Development, Delivery and Evaluation

Our policy is to develop learning programmes of the highest quality that are unit standard aligned wherever possible. If not aligned to unit standards they will be written against outcomes NDJ has recognised as necessary for the training intervention. Any barriers to learning or special needs of learners will be accommodated as far as is reasonably practical.

NDJ Consultants guide and support learners throughout the learning process. To this end we implement procedures for the guidance and support of learners before, during and after the learning process.



“Technical Skills may get you to the top, but Soft Skills ensures career sustainability.”