



COMMERCIAL PROPERTY MANAGEMENT

UNIVERSITY OF THE
WITWATERSRAND,
JOHANNESBURG



SCHOOL OF CONSTRUCTION
ECONOMICS AND MANAGEMENT

COMMERCIAL PROPERTY MANAGEMENT



AIMS OF THE COURSE

The aim of the course is to teach the essentials of commercial property management, focusing on office buildings, shopping centres, and industrial sites.



COURSE CONTENT

- Introduction to commercial real estate management, Real estate market research, Real estate investments and finance, The business plan, Developing a marketing and leasing plan, Preparing to lease a building, Preparing for lease negotiations, Negotiating the commercial lease, Leasing opportunities, Developing a leasing programme.
- Administration and record keeping, Financial analysis for real estate managers.
- Shopping centre management, Office building management, Medical office building and clinical facilities management, Industrial real estate management.
- The commercial real estate development process, renovating, rehabbing, and repositioning commercial properties.



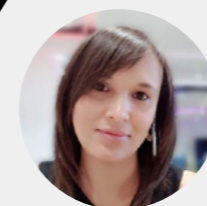
**NUMBER OF
NOTIONAL
STUDY
HOURS**



TESTIMONIAL

Zakieya De La Rey

Corporate Real Estate Solutions (CRES), Absa Bank



The Course material is good, with excellent content and assignments that build on your knowledge regarding Office buildings, Shopping Centers and Industrial sites.

The lecturers are great and always there for support and ready to help.

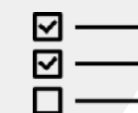
The great benefit of doing this course on an online platform, such as Microsoft Teams, is that I am able to go back and access the recordings at a later stage should I not be able to attend a lecture, or for the purpose of studying.



LEARNING OUTCOMES

At the end of the course, participants should be able to:

- Explain the nature of property management.
- Analyse a property management business plan.
- Develop a marketing and leasing plan.
- Manage lease negotiations.
- Perform financial analysis and budgeting.
- Apply the requisite management techniques for various property types.
- Manage a maintenance program as well as plan for safety, security and emergency procedures.



METHOD of ASSESSMENT

The course will be assessed through;

- **class participation (10%),**
- **assignments (50%)**
- **and tests (40%)**



TESTIMONIAL



Veronica Warmington
Facilities Management Leader, EY Africa

My present role is Facilities Management Leader for EY Africa, whilst my responsibilities are weighted more heavily around Facilities Management, I am also responsible for the property management on the tenant side, to ensure that the business operates within the terms set out in the respective lease agreements.

The course was originally scheduled to run from March through to November but with the onset of the global pandemic, most people being in "lockdown", the course was eventually arranged to be on a virtual platform via MS-Teams. The virtual platform had many advantages, as it allowed for the recording of lectures, for future revision.

The presentation files as well as study resources were made available ahead of each week's lecture and then saved in the Team shared folder.

*Lectures were delivered by experienced experts in their relevant fields, who are all Certified Property Managers (CPM). Delegates were also provided with a text book, *Managing and Leasing Commercial Properties* which was good material to reference.*

The greatest test of our understanding of the material and its relevance came when we were put into groups to deliver a course project. The project involved the drafting of a Management Plan for the old Webber Wentzel building in Illovo.

The expectation was that the final product be of the calibre that could be presented to a major corporate client or similar. Along with a hard copy submission of the plan, our groups were required to deliver a virtual presentation on Teams to a panel of lectures as well as our student colleagues.

The course offers an opportunity to network with others in the field of property management and these people range from those who are focused more on leasing administration and financial management to others who are more involved in the operational management.



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To register for the Real Estate courses visit:

www.wits-enterprise.eo.za/real-estate

To view upcoming courses go to:

www.wits-enterprise.eo.za/upcoming
shortcourses.witsenterprise@wits.ac.za

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