



BOMI International's Systems Maintenance Administrator (SMA®) designation program helps you increase the operating effectiveness of your building and makes you more valuable to your organization. Designed to meet the needs of hands-on technicians and building engineers, the SMA® program offers instruction in technologies and trends in the maintenance field that shows you how to manage energy-efficient, environmentally sound, cost-effective building systems.

The SMA® courses cover SMT® course knowledge, in addition to environmental issues, administration, and building design and maintenance. Through this program you'll gain career-building skills and knowledge, as well as recognition as an integral part of your facilities team.

Is the SMA® designation right for you? Do you:

- Have direct responsibility for major building systems?
- Supervise maintenance and other technical people in a commercial building?
  - Work day-to-day with building service contractors?
  - Help develop or hold responsibility for your department's budget?
- Want an understanding of how building systems affect company operations?
  - Need to guarantee that a building's systems meet government regulations?
  - Want to ensure that your building's systems are running at peak efficiency?

Based on a survey of 2008-2009 graduates, 38% reported a salary increase or promotion after receiving their BOMI designation. Another 65% reported that their designation brought them recognition by leaders and colleagues within the industry.

Enroll today by visiting [www.bomi.org](http://www.bomi.org), or by calling 1-800-235-BOMI (2664).

## COURSE REQUIREMENTS

### CHOOSE YOUR STUDY METHOD:

- Instructor-led Online
  - Self-Study
- Semester-Length Classroom
- Accelerated Review Classroom
  - On-site Group

In order to earn an SMA® designation, you must complete eight mandatory courses.

- *Refrigeration Systems and Accessories*—Gain the skills and knowledge to operate and maintain reciprocating and absorption refrigeration systems. Understand basic refrigeration cycles and system components.
- *Air Handling, Water Treatment, and Plumbing Systems*—Know how to perform common water tests, maintain air-conditioning systems, maintain water services, and inspect fire extinguishers.
- *Electrical Systems and Illumination*—Fully understand how to safely operate and maintain a building's electrical equipment to ensure reliable and effective systems.
- *Boilers, Heating Systems, and Applied Mathematics*—Examine the inner workings of operating and maintaining steam, hot water, warm air, and radiant heating systems.
- *Energy Management and Controls*—Evaluate and optimize your current system, know how to integrate new components, and gain the ability to communicate your needs to management.
- *Administration*—Develop the skills needed by managers in a maintenance environment, including the ability to plan, organize, schedule, delegate, budget, inspect, monitor, and write.
- *Building Design and Maintenance*—Become familiar with all aspects of building and maintaining sound, safe buildings.
- *Environmental Health and Safety Issues*—Learn how to protect the environment and promote worker health and safety issues. Obtain a list of resources and glossary for more information.

### APPLY YOUR DESIGNATION:

BOMI's courses are accredited by the American Council on Education, giving you the option of applying your designation towards a college degree.

"Every one of the SMA® courses gave me the knowledge to go back to the job with a better understanding of the things I do. It's the kind of training

you use every day."

- Russell D. Horn, SMA®

Harry B. Lucas Companies

## RELATED CERTIFICATE

Distinguish your resume with BOMI International's Building Systems Maintenance Certificate (SMC).

BOMI's SMC provides maintenance technology skills and best practices that extend the life of your systems and enhance your career.

Build the foundation for your SMA® designation.

**Building Systems Maintenance Certificate (SMC):** two required courses and choose one of the two elective courses.

- *Air Handling, Water Treatment, and Plumbing Systems (required)*
- *Energy Management and Controls (required)*
- *Refrigeration Systems and Accessories (elective)*
- *Boilers, Heating Systems, and Applied Mathematics (elective)*

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