



IOMI® Certification for Moving Companies

Training and professional seminars in commercial office moving are custom-tailored to fit your needs based on your experience. Take your business to the next level with techniques for moving commercial customers in hours that your competition struggles to accomplish in days.

Certification Requirements: To receive certification, moving companies must successfully complete Modules I Sales, Module II Estimating, and Module III Operations. Course description is described below.

Location: *Your needs receive individual attention. Training is presented to only one company at a time at your place of business.*

Length: 24 hours *Certified Office Mover® Training is a three-day program.*

Fee: \$12,495.00
Instructor's travel, food, and lodging expenses will be billed in addition to training program fee.

Three-day IOMI® Certified Office Mover® Training Program

Modules I Sales

How to Get Profitable Business

You will learn:

- branding to differentiate your services in the marketplace
- marketing materials that get noticed
- getting an appointment with the prospect
- sales presentations
- closing the deal

Module II Estimating

IOMI's Proprietary Formula for Calculating the Number of Men and Trucks for How Long

You will learn:

- taking accurate inventories
- accurate estimating - man-hours instead of weight
- customer/crew Scope of Services
- on-time jobs for the price quoted
- converting sales promises into operational performance

Module III Operations

Successful Office Moves That Finish On Time for the Price Quoted

You will learn:

- making sure your customer is ready when you are
- collecting what you bill
- load a moving van the easy way
- more profits through reduced damage claims and preventing lost or stolen moving equipment
- making friends to win referrals
- hire, train, and supervise move labor
- no-problem day-laborers

the next level

Module I Sales

How to Get Profitable Business

Length: 4 hours

You will learn how to:

- Brand your service--Differentiate yourself from your competition
- Prepare a unique and inexpensive marketing brochure
- Get quality leads for office moves without paying for them
- Get an appointment with the prospect
- Make an effective sales presentation
- Close the deal

Module II Estimating

IOMI's Proprietary Formula for Calculating the Number of Men and Trucks for How Long

Length: 12 hours

You will learn how to:

- Take accurate inventories of furniture, computers, and contents
- Compute man-hours (instead of pounds) to determine the right number of men and trucks for how long to complete an office move
- Prepare an accurate estimate so that you'll be able to complete the job on time for the price quoted
- Prepare a Scope of Services so that you can convert sales into operations

Module III Operations

How to Perform Successful Office Moves That Finish On Time for the Price Quoted

Length: 8 hours

You will learn how to:

- Provide project management to ensure that your customer is 100 percent ready to be moved when your move crews arrive
- Get an Order for Service (contract) signed so that you collect what you bill
- Load furniture onto the moving van by using the easiest and most efficient "floating" method whereby you keep the furniture on the dolly on the floor of the van
- Learn how to move furniture, computers, paintings, and glass tops without damage
- Deliver furniture into office buildings without damaging walls, carpet, doors and door jambs
- Hire, train, and supervise crews to move furniture
- Use temps from day-labor pools and not have problems
- Prevent your moving equipment from being lost or stolen

Office moving training available no where else at any price

for operations Improve service quality by converting sales promises into operational performance. Increase profits by reducing Worker's Comp and damage claims.

for personnel Hire, train, and manage key personnel and move labor.

for sales & marketing Find prospects, project the right image, develop marketing materials, and make sales presentations to turn prospects into customers. Improve marketability by proudly displaying your IOMI® Certified Office Mover® logo.

for customer service Minimize the three D's -- disruption, damage, and downtime -- and watch repeat business and referrals soar.

Certification

Each student, who successfully completes training, will receive Official Certification from the International Office Moving Institute (IOMI®), the world's only university of office moving.

International Inquires

Our training programs and seminars are unparalleled and applicable to office environments worldwide. IOMI® invites individuals and businesses from countries outside the United States to explore the unprecedented training and opportunities in office moving today. The already high demand for service-oriented providers will continue to rise sharply.

Get Started Today www.iomi.tv

Call 1-800-464-8688 or email training@officemoves.com for more information.