



TTHTI

Trinidad and Tobago
Hospitality and Tourism Institute



Hospitality Fundamentals Certificate (specialized in Rooms Division)

This programme is designed to provide students with a solid foundation in hospitality fundamentals, with courses specializing in rooms division competencies and the development of supervisory skills, along with structured industry practice. Students completing this programme will be able to operate with confidence in front-line positions within hotel or resort environments and can also transition seamlessly into more advanced academic programmes. Upon successful completion of this programme, students will also achieve either *Certified Front Desk Representative* or *Certified Guest Room Attendant* credentials from the American Hotel and Lodging Educational Institute (AHLEI) – USA.

This programme is offered full-time (weekdays) and part-time (evenings and weekends). Programme completion takes one (1) year (full-time or part-time).

Course outline:

Core Courses

Hospitality Today*
Managing Front Office Operations*
Managing Housekeeping Operations*
First Aid
Business Mathematics
Fundamentals of Communication

Rooms Division Specialization:

Supervision in the Hospitality Industry*
Managing Technology in the Hospitality Industry*

Hospitality Facilities Management and Design*
Managing Hospitality Human Resources*
Security and Loss Prevention Management*

* Represents American Hotel and Lodging Educational Institute (AHLEI) course.
(Each completed course earns the student a certificate from AHLEI)

NB. Students are also required to complete the following certifications and internship periods to graduate:

- Certified Guest Service Professional - Making Connections during Semester 1
- Certified Guest Service Professional - Golden Opportunities during Semester 2
- Choice of Star Certification in Certified Front Desk Representative or Certified Guest Room Attendant
- 160 hours of industry practice

For further information on registering for this programme, please contact us via the information below.

Trinidad and Tobago Hospitality and Tourism Institute

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