

Training for Ethnic Minorities

Vocational Skills Course (Full-time Mode)

Hotel

Foundation Certificate in Hotel Room Attendant Training (English Medium)

Course Objective	To equip trainees with the basic knowledge and skills of hotel room services, and to enhance confidence and employability of trainees so that they can meet the job requirements and secure employment as a Hotel Room Attendant.
Course Content	This course will be conducted in English. The course will cover industry overview, different kinds of hotel rooms, beds and facilities, service procedures when entering the rooms, hotel room arrangement and cleaning procedures, bed making skills, receiving and returning laundries, hotel security and personal safety, work reports, forms and common documents, vocational English and Cantonese, personal attributes and job search skills.
Entry Requirements	<ul style="list-style-type: none"> i. Form Three; or Primary Six with at least two years' working experience; and ii. Possess basic written and spoken English proficiency (applicants who have not completed Form One are required to pass the written entry test).
Course Duration	124 hours (approximately 7 weeks)

Exact course schedule and addresses of training centres are subject to the arrangement of the training bodies offering this course. Please contact the following training bodies for details:

Training Bodies	Telephone	Course Code
Christian Action	8106 6190 / 2716 8812	HK221DS [^]

ERB and relevant training bodies reserve the right to revise the above content from time to time without notifying individual applicants. Please refer to the Scheme website and/or contact respective training bodies for the most updated information.

[^] The course will be conducted in classroom training mode or online training mode. The latest arrangements announced by the training body concerned shall prevail. For details, please contact respective training body.