

DIPLOMA IN MANAGING HOUSEKEEPING OPERATIONS

Areas to be Covered: Housekeeping, Guestroom, Cleaning supplies, Interior Decoration.

DURATION- 8MONTHS THEORY& PRACTICAL CLASSES.

ELIGIBILITY-10TH/HIGHER SCHOOL (17+YEARS AGE)

INTERNSHIP: 6 MONTHS(MANDATORY)

AWARDING UNIVERSITY: AHLEI(USA)

TOPICS TO BE COVERED IN THIS COURSE: -

S.NO	NAME OF TOPIC		
UNIT 1	THE ROLE OF HOUSEKEEPING IN HOSPITALITY OPERATIONS		
UNIT 2	ENVIRONMENT AND ENERGY MANAGEMENT		
UNIT 3	PLANNING AND ORGANIZING THE HOUSEKEEPING DEPARTMENT		
UNIT 4	HOUSEKEEPING HUMAN RESOURCE ISSUES		
UNIT 5	MANAGING INVENTORIES		
UNIT 6	CONTROLLING EXPENSES		
UNIT 7	SAFETY AND SECURITY		
UNIT 8	MANAGING AN ON-PREMISES LAUNDRY		
UNIT 9	GUESTROOM CLEANING		
UNIT 10	PUBLIC AREA AND OTHER TYPES OF CLEANING		
UNIT 11	CEILING, WALLS, FURNITURE AND FIXTURES		
UNIT 12	BEDS, LINENS AND UNIFORMS		
UNIT 13	CARPETS AND FLOORS		
UNIT 14	TUBS, TOILETS AND VANITIES		
UNIT 15	HANDICAP ACCESSIBILITY		
UNIT 16	CARE CONSIDERATIONS		