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**HOTEL HUMAN RESOURCE
Certification**



**Panama International
Tourism Association
and KHDA UAE Ministry**

Hotel Human Resource Certification

COURSE OVERVIEW:

One course required for hotel tourism is hotel human resources. This course teaches prospective hotel employees and owners how to treat employees. It goes over the legalities of hiring and firing as well as how to set wages, orientation preparation and how to follow hotel regulations. Classes in human resources teach that there is specific paper work that must be filed, such as employee contracts and job history that not only need to be filled out specifically but must also be treated as private material and disposed of properly.

Hotel Human Resource management is an evolving and dynamic field that challenges the ability of even the most seasoned professionals to keep abreast of the latest policies and practices. Whether you are a specialist or generalist, human resource management skills is relevant to all levels of management.

COURSE PARTS:

- Introduction
- Strategic of Human Resource Management
- Aim of Human Resource Management
- Staff Training
- Internal and external Recruitment
- Departmental Operations



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