

SALTEC

(Wholly owned by Selecta Education Group)

SKILL CERTIFICATE IN HOSPITALITY MANAGEMENT

This program provides the school leavers with the principles, skills and professional attitudes that are essential for them to fulfill immediate employment demand in the hospitality industry particularly in operational level

A unique portfolio of modular programs that blend up-to-date and innovative concepts with time-tested methods and traditional techniques in the above provides job specialization in the following areas after their 6 months of studies.

Modules - (4 - 8 WEEKS)

- ❖ Business Communication
- ❖ Introduction to Hospitality Management & Tourism
- ❖ Basic Hotel Operation
- ❖ Principles of Food Production
- ❖ Principles of Front Line Management
- ❖ Food Service Operation
- ❖ Introduction of Safety, Health & Hygiene
- ❖ Introduction to Business Ethics
- ❖ Introduction to Customer Relations Management
- ❖ Personal Development

Specialization Areas : (6months including practicum)

- Food & Beverages
- Kitchen operation
- House Keeping
- Front Line Management

Duration: 6 months
Medium: English /Malay
Entry Qualification: SPM

Free Structure

Registration	RM300.00
Total Tuition Fee	RM3900.00
1 st payment	RM1500
Monthly installments	RM280 x 10 = 2800
Accommodation & Food	On your own

How it works

Students applying for SALTEC programme are required to attend interview and aptitude test.

Students pass the above criteria, will be attending a minimum of a month full time career training. Upon completion of the training, students will be placed for jobs in the following areas with a minimum salary of RM850 – RM1200 and other incentives such as uniform, duty meals, insurance and etc.

Housekeeping
Kitchen
Front Line
Maintenance/Laundry
Food and beverage

SALTEC will assist the students to find accommodation nearby to their work place.

SALTEC will deduct the monthly fees from the salary for 10 months (maximum) for the Career Cert in Hospitality Management.

A separate agreement will be prepared between the trainee and SALTEC prior to the commencement of their training and job placement.

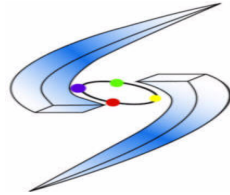
Who are Eligible for this training

- SPM Leavers (no credits required)
- Unemployed

Director
Selecta Advance Learning Training Education S/B
Surya Skills Sdn Bhd (The Marketing Arm of SALTEC)
No. 63-67C, Jln Kampung Pandan, 55100 Kuala Lumpur
012-4517029/012-2406154
training@selecta.edu.my surya.skillservices@gmail.com

Earn & Learn: Hotel Management

Code : HM1201



SALTEC
Application Form

Photo

Personal Details

Name : _____ NRIC No: _____

Address : _____

Tel No : _____ H/P: _____

Email Add: _____

Academic Qualification

Qualifications	Grade/Results	Language Fluency		ICT Skills
SPM		Language	Level (excellent/good/average)	
PMR		Malay English Others		
College/Uni				

Work Experience

Year	Designation/job Title	Last Salary drawn	Company

I as the name and address above wish to apply for the *earn and learn programme* and will abide all rules and regulations set by the centre.

Name:

NRIC:

Signature :

Date: