

المعهد العربي للمحاسبين والقانونيين

ARAB INSTITUTE FOR ACCOUNTANTS & LEGAL



*Panama International
Tourism Association*

Certified Hotel Manager



Membership



HIGH AUTHORITY COUNCIL FOR
ARAB MANAGERS

CERTIFIED HOTEL MANAGER

COURSE OVERVIEW

To be a successful manager in the largest and fastest growing industry in the world, you need to understand customer needs and hold skills in both hospitality and business.

COURSE OUTLINE

- Manage diversity in the workplace
- Manage finances
- Manage operational plan
- Develop and implement a business plan
- Manage quality customer service
- Manage finances within a budget
- Prepare and monitor budgets
- Manage physical assets
- Research and comply with regulatory requirements
- Lead and manage people
- Recruit, select and induct staff
- Monitor staff performance
- Monitor work operations
- Establish and conduct business relationships
- Develop and implement marketing strategies
- Establish and maintain a work health and safety system



COURSE STATIONARY



COURSE MATERIAL



PARKING

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