

V I S T A S
School of Hotel & Catering Management
Certificate Course – Syllabus

Subject : **Housekeeping (Practical)**
Course Code : **15705P1**

1. Cleaning various surfaces: Metals, Flooring, Leather, Wood, and Glass.
2. Guest Room Cleaning and Public areas, Bed making, Room cleaning, Bathroom cleaning, turn down service.
3. Room Inspection / Public area inspection prepare checklist. Job orders.
4. Fabric weaves
5. Linen laundering
6. Uniform pressing
7. Fabric stains removal – identify the strain, classify the strain, select the reagent to be used, select the procedure to be used.
8. Flower arrangement – basic flower arrangement, flower arrangement in hotels, designing flower arrangements, Japanese / oriental flower, common flowers & foliage.
9. To calculate the staffing requirement and labor cost in housekeeping department
10. To calculate the monthly consumption of the department
11. To budget for renovation, refurnishing, redecoration and annual budget