



ROOMS DIVISION SPECIALIST, TECHNICAL CERTIFICATE

Program Code: 6392

Career Pathway: Business

Program Entrance Requirements: HS Diploma or GED.

Program Description: This program offers a sequence of courses that provides coherent and rigorous content aligned with challenging academic standards and relevant technical knowledge and skills needed to prepare for further education and careers in the Hospitality & Tourism career cluster. The content includes but is not limited to coursework that provides skills required to work in specialist and entry level positions in the hotel industry such as: Front Desk Agent, Guest Relations agent, or Reservations Clerk.

Course	Title	Credits
GE Course	General Education Speech	3.00
HFT2410	FRONT OFFICE SYSTEMS AND PROCEDURES	3.00
HFT2250	HOTEL MANAGEMENT	3.00
HFT2220	ORGANIZATION AND PERSONNEL MANAGEMENT	3.00
Elective		1.00
Total Credits		13

Program Electives

Course	Title	Credits
ECO2023	PRINCIPLES OF MICROECONOMICS	3.00
ENC1102	COMPOSITION II	3.00
GEB2112	ENTREPRENEURSHIP	3.00
GEB2430	BUSINESS ETHICS	1.00
MAN2021	INTRODUCTION TO MANAGEMENT	3.00
MAN2604	INTERNATIONAL BUSINESS ENVIRONMENT	3.00
MAR1011	PRINCIPLES OF MARKETING FOR THE 21ST CENTURY	3.00
MAR2141	INTERNATIONAL MARKETING	3.00
MKA1021	SALESMANSHIP	3.00
MNA1161	INTRODUCTION TO CUSTOMER SERVICE	3.00
MNA2403	INTRODUCTION TO HUMAN RESOURCES LAW & REGULATIONS	3.00
MGF1106	FOUNDATIONS OF MATHEMATICAL REASONING	3.00
OST2335	COMMUNICATIONS IN THE WORKFORCE	3.00
OST1330	BUSINESS ENGLISH	1.00
OST2053	SUCCESSFUL JOB SEARCH	1.00
RMI2662	INTRODUCTION TO RISK MANAGEMENT AND INSURANCE	3.00

Students are strongly encouraged to meet with an advisor (<https://students.broward.edu/resources/advising/>) to create a personalized educational plan.