



Course Category	Business			
Course Title	AHLEI Managing Hospitality Human Resources			
Course Code	BS040			
Medium of Instruction	English			
Duration	39.0 hour(s)			
Course Fee	Macao Resident: MOP5,110 Non-Macao Resident: MOP5,110			
Certificate	Students who have obtained an overall passing grade of the course and met the attendance requirement will be issued a course certificate by UTM and a certificate by AHLEI. The passing grade for the course is based on the grading system set by AHLEI.			
	Course Code	Sub Code	Course Start Date	Course End Date
	BS040	2301	2023/01/30	2023/04/17
Objective	This course presents a systematic approach to human resources management in the hospitality industry. Upon completion of the course, students will learn how to manage the important human resources who provide services within a hospitality operation. They will also be able to understand the changing economic conditions and industry trends in the hospitality industry.			
Outline	<ol style="list-style-type: none">1. Employment laws and applications2. Job analysis and job design3. Planning and recruiting4. Selection5. Orientation, socialization and culture6. Training and development7. Evaluating employee performance8. Compensation administration9. Incentive and benefits administration10. Labor unions11. Negotiation and collective bargaining12. Health, safety, and EAPs13. Turnover, discipline, and exits14. Social responsibility and ethics			
Teacher	Mr. Luis Nunes			