



# Prepare to work in the Hospitality Industry

**Essential**  
SKILLS • TRAINING

This program is ideal for anyone planning to work at a resort, motel, hotel or campground with housekeeping cabins. The five module curriculum, produced by Literacy Link Eastern Ontario, provides the Essential Skills training required for this growing industry.

## Modules of study include:

### 1. Hospitality Jobs

- Introduction
- Room Cleaners & Dishwashers
- Recycling

### 2. Reading

- Reading Directions
- Memos
- Reports
- Evaluations

### 3. Writing

- Filling Out Order Forms

### 4. Numeracy

- Measurement
- Time Sheets
- Evaluations

### 5. Safety

- Safety in the Kitchen
- Lift Safely
- Strains
- WHMIS