

# Careers in Hospitality & Tourism Industry



**\*\*\*\*\*Change Your Life  
Start or Improve\*\*\*\*\***



- 1- Hotel Management Diploma CPD Level 3 : Was £550.00, Now £125.00. Page 3-5**
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# Hotel Management Diploma

## CPD Level 3



**The hotel management diploma covers a wide range of aspects associated with this position within the hospitality industry. The hospitality industry is a very service orientated business and you will need to know what is expected of you, develop skills and gain knowledge on how to complete your duties to the highest standard, always exceeding your guests' expectations.**

# What you Will Learn

This diploma course is filled with comprehensive modules which will teach you the following:

- Learn more about the role of the hotel manager.
- Identify the products and services you will be expected to provide to your guests on a daily basis.
- Understand why appearance is so important in this role.
- Know what skills you need to complete your duties in an orderly and organised fashion.
- Learn how to deal with your customers to surpass their expectations daily, whether it's taking a booking over the phone or welcoming them to your hotel on arrival.
- Get a good understanding of welcoming guests to the hotel, along with essential checking-in and checking-out procedures that should be followed.
- Learn how to manage the front desk effectively.
- Understand more about housekeeping and how to ensure the rooms are always serviced to the highest standards.
- Understand hotel terminology and terms you will hear regularly.
- Know what leadership qualities you will need to manage a team effectively.
- Learn about the paperwork and reporting you will need to conduct your duties effectively and keep your finger on the pulse at all times.
- Know the difference between the front and back of the house and how to manage the front of the house at all times.
- Learn how to deal with unexpected emergencies.
- Get information and advice on how to market the hotel to attract more guests to ensure a good occupancy rate throughout the year.



# Benefits of the Hotel Management Diploma

This training course can provide you with everything you need to know to fast-track your career within the hospitality industry. The benefits include the following:

- The course is broken into manageable modules.
- Easy and comprehensive syllabus.
- Study at your own pace. You can take a week to study this course, or you can take a couple of months, the choice is down to you and the amount of time you have available to commit to your studies.
- Compatible with all devices, enabling you to study from anywhere with an internet connection.
- Industry-recognised certification on successful completion of the course.
- Online tutors are available throughout your studies to provide you with assistance and guidance as needed.
- Improve your career prospects and fast-track your career within the hospitality industry.
- No entry requirements.
- Know what is expected of you and what skills you need before accepting any position.
- Prove your ability to complete the job by showing your certificate to potential employers.



**Was £550.00, Now £125.00**  
**For a Limited Time Only . Buy now**

<https://cpd.oxfordce.co.uk/product/hotel-management-certification-level-3/>



**What is Food Safety  
And  
Why It is Important**

# Food Safety CPD Level 4



## You Will Learn:

- How to develop an effective food safety programme for your business
- A more in-depth look at food safety procedures
- How to maintain high standards of food safety in the long term
- How to properly train colleagues in food safety and hygiene
- A more in-depth look at food safety legislation
- How to manage cleaning and waste disposal techniques

## Benefits of Taking This Course:

- Being able to easily recognise and subsequently prevent any food safety hazards in the workplace
- Gaining a deeper understanding of how to communicate with your team
- Gaining a deeper understanding of how to train colleagues to a higher level of food safety knowledge
- Better ability to maintain long-term food safety standards
- Better ability to implement waste and cleaning techniques that fit food safety guidelines

# Modules

Module 01: Recognising Food Safety Risks

Module 02: Developing a Food Safety Programme

Module 03: Food Safety Legislation

Module 04: Training at a Higher Level of Food Safety

Module 05: Cleaning and Waste Disposal Techniques



**Was £750.00, Now £150.00. For a Limited Time Only**

<https://cpd.oxfordce.co.uk/product/food-safety-level-4-certification/>



# Restaurant Service and Management Diploma Course



**The restaurant management diploma is a comprehensive online course to provide you with everything you need to know to become a successful restaurant manager. The course provides you with insight, information, skills and advice to help you fulfil your role as a restaurant manager and exceed your clients' expectations on a daily basis.**

# Modules

**Module 1 : Introduction to Front-of-House Hospitality**

**Module 2 : The Role of Restaurant Manager**

**Module 3 : Types of Dining Establishments, Restaurant Layouts, and Decor.**

**Module 4 : Customer Service**

**Module 5 : Dealing with Customer Complaints**

**Module 6 : Know Your Drinks**

**Module 7 : Know Your Food**

**Module 8 : Restaurant Licensing Laws**

**Module 9 : Building Guest Services Around Excellence**

**Module 10 : A Restaurant System of Checklists**

**Module 11 : The Importance of Teamwork**

**Module 12 : Health and Safety Laws**

**Module 13 : Health, Safety and Restaurant Management**

**Module 14 : Dealing with Inspections**

**Module 15 : Digital Technology and Restaurant POS Systems**

**Module 16 : Dealing With Staff**

**Module 17 : Planning and Pricing a Menu**

**Module 18 : Restaurant Operations**

**Module 19 :Upselling Strategies**

**Module 20 : Restaurant Entertainment and Music Licensing**

**Module 21 : Restaurant Branding, Marketing, Promotions and Decor**

# What you Will Learn

**This comprehensive Restaurant Management diploma will teach you the following:**

- **An introduction to the front of house of a restaurant.**
- **The role of a restaurant manager in all types of restaurants anywhere in the world.**
- **Learn about the different types of restaurant establishments and layouts.**
- **Know the importance of excellent customer service within the hospitality industry.**
- **Learn how to deal with customer complaints in a calm and effective manner to ensure the client will return again in the future.**
- **Know your drinks. Knowing your drinks is imperative as a restaurant manager, along with how to serve them correctly.**
- **Get to know your food. The importance of knowing every aspect of the menu, what is in each dish and food allergies.**
- **Know the different restaurant licensing laws. This also covers the importance of age verification and what you can accept to verify the age of your clients.**
- **Learn various restaurant system checklists. Know what checklists you need, how to put them in place and how to monitor them to ensure the restaurant runs smoothly at all times.**
- **Know the health and safety laws associated with a restaurant from front of house to the kitchen, food safety and more.**
- **Be up to date with restaurant terminology that you may encounter from time to time.**



# Benefits of the Restaurant Management Diploma Course

## Benefits of the Restaurant Management Diploma Course

This diploma is designed to provide you with the information, insight, knowledge and skill you will need to manage any restaurant. You will have the ability to work as a restaurant manager at a five-star hotel or a local eatery. The benefits of this training course include:



- Improve your career prospects.
- Fast track your career if you are already working within the restaurant industry.
- Appeal to potential employers with an industry recognised certification.
- Know what is expected of you and complete your duties with complete confidence.
- Easy and comprehensive syllabus that you can rely on.
- Study at your own pace with no deadlines or set schedules.
- Study from anywhere with internet access using any device.
- Have online support throughout your studies to guide and assist you.
- No entry requirements. You don't have to have restaurant experience in order to complete this course.
- Affordable one-off fee.
- Second chance to complete the test in the event you do fail. You will have time to review the modules and retake the test in your own time.
- Work full time and study in your spare time.



**Was £750.00, Now £150.00. Buy now**

<https://cpd.oxfordce.co.uk/product/restaurant-hospitality-management-certification-level-2/>

# Events Management Diploma



**A career in events management can be exceptionally rewarding. This is a fast-paced environment where you will be expected to know the industry and have outstanding planning and problem-solving skills. This course is ideal for anyone who is looking for a successful career as an event manager or for anyone who is already working within the industry but wants to have a certification in place to prove their passion and dedication to the industry.**

# What You Will Learn

In this information-packed course, you can expect to learn the following:

- Understand the benefits of having a diploma and what is expected of you as an events manager.
- Learn the benefits of strategic management, why budgeting is so important and identify different events management software solutions.
- Identify why customer service skills are so important along with how to improve your communication skills effectively.
- Learn about the various types of events you may be asked to manage during your career.
- Learn about staging and design and gain insight into using the venue's resources, how to use seasonal themes and so much more.
- Understand the importance of financial management. Learn how to stick to a budget, sell tickets and manage the finances effectively throughout the event.
- Get insight into the importance of health and safety at all events. Learn how to run an event safely, what to look out for and how to cater to emergencies.
- Get advice on troubleshooting and logistics at events from electricity supply to tables and parking.
- Understand your role when it comes to printed materials.
- Organising transportation.
- How to start your own events management business.
- Get a firm understanding of marketing, insurance and tax when opening your own events management business.





## Benefits of the Event Management Diploma:

This diploma is guaranteed to provide you with a wide range of superior benefits from when you first decide on events management as your career to running your own successful business. The benefits include:

- Recognised certification.
- Online support throughout your studies.
- Informative modules you can rely on.
- Study at your own pace, no set schedules to work to.
- Boost your career in events management.
- Gain the knowledge and skills you need to enjoy a successful career.
- Get the insight and advice you need to start your own events management business.



# Modules

**Module 1 : Introduction to Event Management**

**Module 2 : Strategic Management**

**Module 3 : Customer Service Skills/ Personal Qualities Required**

**Module 4 : Types of Event**

**Module 5 : Promoting the Event**

**Module 6 : Event Management Finances & Ticketing**

**Module 7 : Staging and Design**

**Module 8 : Dealing with Suppliers**

**Module 9 : Event Management Logistics & Troubleshooting**

**Module 1 : Introduction to Event Management**

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**Module 7 : Staging and Design**

**Module 8 : Dealing with Suppliers**

**Module 9 : Event Management Logistics & Troubleshooting**

**Module 10 : Managing Your Team**

**Module 11 : Health and Safety for Events**

**Module 12 : Legal Issues and the Law**

**Module 13 : Measuring The Success of Your Event & Creating Sustainable Events**

**Module 14 : Building a Legacy for Your Event**

**Module 15 : Starting Your Own Event Planning Business**

**Module 16 : Marketing, Insurance & Tax**



**Was £750.00 , now £150.00. Buy now**

<https://cpd.oxfordce.co.uk/product/events-management-uk-certification/>



# Travel and Tourism Diploma



The Travel and Tourism Diploma course is ideal for anyone who is looking to work in the travel industry in the United Kingdom.

This course is filled with information that will put you on the right path to begin a career in this field. Travel and tourism is a booming industry, and those who wish to travel always require assistance when planning their holiday and travel plans.

As you work through this course, you will obtain a full overview of working in the travel and tourism field and how you can even start your own business.

# What You Will Learn

The Travel and Tourism Diploma course will give you a full overview of working in the travel and tourism industry, and it will fully prepare you for your new career.

The course covers the following:

- An introduction to travel and tourism
- Customer services in the travel and tourism industry
- Developing your career in the travel and tourism industry
- The different sectors of the travel and tourism industry
- Understanding why people need the travel and tourism industry
- Promoting travel and tourism services
- Planning and development in the tourism industry
- Ecotourism, short haul and long haul destinations
- Domestic tourism in the UK
- How to deal with issues within the travel and tourism industry



# Benefits of the Travel and Tourism Diploma

**When you work towards earning your travel and tourism diploma online, you will find a number of benefits.**

**These include the following:**

- **You can study from anywhere there is an internet connection, and you can study at a time that is convenient for you.**
- **You can also study at a pace that is comfortable for you. There is no time limit, so if it takes you days or months, you can still complete the course.**
- **You can study from any device including a tablet, PC or mobile phone.**
- **There are easily manageable modules, which help to make studying an enjoyable experience.**
- **Online support is available to help you stay on track.**
- **Access to a comprehensive syllabus, which helps you to stay on the fast track while learning how to become a travel and tourism expert.**
- **Improving your prospects when applying for work in the field.**
- **When completing the course, you receive a certified diploma that is respected in the industry.**
- **A pricing structure that is affordable.**



# Modules

- Module 1: Introduction to the Concept of Travel and Tourism
- Module 2 : Customer Service within the Tourism Industry
- Module 3 : Career Development within the Industry
- Module 4 : Sectors in the Industry
- Module 5 : The Fundamentals of Tourism Management
- Module 6 : Understanding the Reasons for Travel and Tourism
- Module 7 : Travel and Tourism Promotion
- Module 8 : Social Media and Tourism
- Module 9 : Understanding Tourism Policy and Strategy
- Module 10 : Tourism Planning and Development
- Module 11 : The Emergence of Ecotourism
- Module 12 : Long and Short Haul Destinations
- Module 13 : Domestic Tourism & the UK Market
- Module 14 : Current Trends in the Travel Industry
- Module 15: Travel and Tourism Issues to Contend With



**Was £350.00, Now £99.00. Buy now**

<https://cpd.oxfordce.co.uk/product/travel-and-tourism-certification-level-2/>

# Hotel Receptionist Diploma CPD Level 4

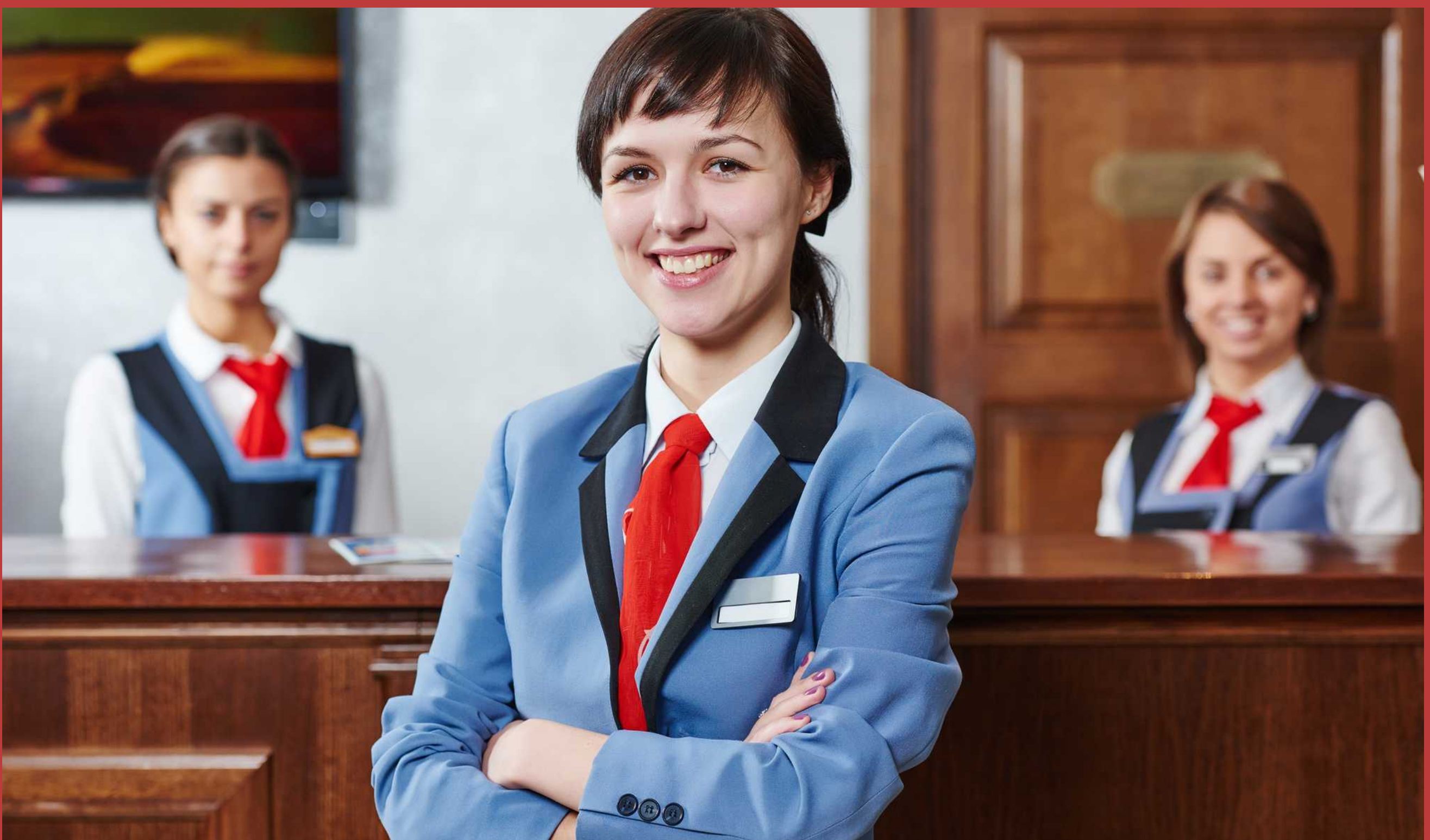


## Hotel Reception Diploma Course

Do you have a passion for customer service? Do you want to find yourself in an exciting career where you meet new people from around the world? Being a hotel receptionist involves so much more than simply answering the phone. Our information packed course is brimming with all the information you need to start a successful career as a hotel receptionist.



This course comprises sixteen modules, each focusing on different elements of hotel reception, giving you the knowledge and skills you need to be successful in your position and provide guests with the best service. The course will take you around ten hours to complete. It is up to you how long you take, you can study full or part time, based on your availability and current job status. You will receive lifetime access to the training modules. This gives you the ability to go back and check up on things you are unsure of at any time. Furthermore, you will find that the course is compatible with all devices, enabling you to study at your own pace and in your own time using your computer, laptop, tablet or smartphone.



## What You Will Learn

In this course you will learn the following:

- A basic overview which covers everything from career opportunities to how to be a successful hotel receptionist.
- Learn the standard procedures relating to hotel receptions. Learn how to check guests in and out and how to take reservations and so much more.
- Identify with the importance of customer service. Learn about empathy, communication and how to make a good first impression.
- Get to grips with communication skills. Learn about verbal, non-verbal and written communication skills within this busy and fast paced environment.
- Learn the basics of handling the telephone in a professional manner. This module covers telephone etiquette and what you should and should not do.
- Understand how to handle difficult guests. From time to time you will be faced with unhappy guests. Learn the different types of guests, tips on how to deal with them and so much more.
- Get an understanding of the basic daily administrative tasks. Know what qualities you will need along with organisational skills and the ability to multi-task.
- Identify what computer skills you are going to need to know. Understand the need for a good quality property management system and how to use OPERA and so much more.
- Learn about the importance of branding within the hospitality industry. Understand the importance of a star rating and what the rating means.
- Determine the importance of being a team player and working with other departments within the hotel.
- Get a good understanding of health and safety within the hotel environment. Learn the different safety and security topics that relate to the hotel environment along with what you need to know to ensure safety in the reception area at all times.
- Learn how to sell the hotel services to your guests and the benefits of upselling, along with how to use certain sales techniques.
- Identify how to dress in a professional manner to make a good first impression on guests as well as learn how to deal with stress in this front line position.
- Know any legal issues relating to your position as well as the future for the hotel receptionist.

## Benefits



There are numerous benefits to completing this Hotel Reception Diploma to give you that added advantage over other applicants when applying for a position.

- Study at your own pace and where you are most comfortable.
- Study using any device linked to the internet for added convenience.
- Receive an industry recognised certification on successful completion of the course.
- Enjoy online support to ensure you get the most of your study experience.
- Get lifetime access to the modules, so you can refer back as and when needed.





## Modules

Module 1: An Overview of Hotel Reception

Module 2 : Hotel Reception Standard Procedures

Module 3 : Customer Service in Hotel Reception

Module 4 : Communication Skills Required for Hotel Reception

Module 5 : Telephone Handling in a Hotel

Module 6 : How to Handle Difficult Hotel Guests

Module 7 : Administrative Skills as a Hotel Receptionist

Module 8 : Computer Skills and Programs

Module 9 : Brand Standards in the Hospitality World

Module 10 : Being a Team Player: Working with Other Hotel Departments

Module 11 : Safety and Security in the Hotel

Module 12 : Sales and Marketing as a Hotel Receptionist

Module 13 : Dressing the Part: Creating the Professional Look in Hospitality

Module 14 : Keeping Stress Under Control on the Job

Module 15: Legal Issues in Hospitality

Module 16: The Future for Hotel Receptionists

**Was £ £750.00 , now £150.00. Buy now**

<https://cpd.oxfordce.co.uk/product/hotel-receptionist-administration-certification/>



## **Nightclub and Bar Security Course**

**A bar, pub, casino or hotel dance bar , large restaurant, Event or nightclub may have a queue for entry, with security staff, commonly referred to as bouncers, managing the access to the premises. This is an important job, ensuring that those who enter are safe and legally allowed to be there. They also ensure that the establishment does not exceed capacity.**

**Being a bouncer comes with many responsibilities. Bouncers not only protect staff and patrons from difficult or dangerous situations, but also protect the business owners by ensuring the relevant rules and regulations are adhered to.**

**The job can be dangerous. To address any possible violence in clubs, bars, tourist and nightlife attractions etc, it has become more of a business need than a liability to hire bouncers. This means that regulations and certifications are the standard when hiring. UK regulations require that anyone whose job involves guarding licensed premises must hold a Door Supervisor Licence.**

**Those who make the effort to learn what it takes to be the gatekeeper of clubs and bars often benefit from a deeper understanding of the job.**



With this course, you will learn about what a bouncer is, the job requirements, necessary skills, and much more.

### You Will Learn:

- About bouncers, how they differ from other security professions and the job requirements
- The skills needed for bouncers to ensure a safe and secure environment
- Regulations, laws and what a bouncer can and cannot do
- About the many challenges, risks and even perks that come with being a bouncer



## **The Benefits of Taking This Course:**

- **Gain a new perspective into the world of security and what it takes to become a security guard for various nightlife establishments**
- **Develop a set of skills that can be applied in other professions and areas of life**
- **Understand what it takes to work in the security field and the challenges security guards often face**
- **Understand the relevant laws and regulations and how they impact the safety and security of bouncers, businesses and patrons**



## Modules

**Module 01: Introduction to Nightclub and Bar Security Guards**

**Module 02: The Types of Skills Required to Work in Nightclubs and Bars**

**Module 03: Laws and Regulations for Nightlife Security Personnel**

**Module 04: The Perks, Challenges and Risks of Working as a Bouncer in Nightclubs and Bars**

**Was £99.00, now £45.00. Buy now**

<https://cpd.oxfordce.co.uk/product/nightclub-and-bar-security-certification/>



## Bartending CPD Diploma

Learning about bartending is essential for anybody with a passion for the hospitality industry and the vibrant and exciting world of bartending - whether you're in the industry already or are aspiring to begin your journey.

This course covers everything you need to know about being a successful bartender, including a full job description and all the career options you'll have. From the personal traits and skills required, to the various tools of the trade and professional tips to excel in bartending, this course covers everything you need to know about one of the most rewarding and exciting service industry careers!



## What You Will Learn:

- The full job description and various career options
- The personal traits and technical skills required for the job
- The tools of the trade and how to use them properly
- Valuable tips to help you excel in the industry

## Benefits of Taking This Course:

- Understand what skills are needed to apply for the bartending job of your dreams
- Understand how to create your own business opportunities
- Know how to become a responsible bartender







## Modules

Module 01 - Introduction and Job Description

Module 02 - Traits and Skills

Module 03 - Tools of the Trade

Module 04 - Pro Bartending Tips

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<https://cpd.oxfordce.co.uk/product/bartending-certification/>

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- Writing



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- A-LEVEL-online
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  10. Exam Included: Exam Is Included in The Price
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<https://cpd.oxfordce.co.uk/cpd-faqs/>



# CONFIDENCE

## Our Partners





# Oxford College of Education



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