



FIVE STAR STANDARD COLLEGE

3rd Floor Conrado Commercial Complex, Aguinaldo Hw, Niog 1, Bacoor City, Cavite
T: (046) 519-8320 M: 0908-451-4506 W: fssc.edu.ph E: info@fssc.edu.ph

Housekeeping NC II

MODULES

I. BASIC COMPETENCIES

- Participate in workplace communication
- Work in team environment
- Practice career professionalism
- Practice occupational health and safety procedures

II. COMMON COMPETENCIES

- Develop and update industry knowledge
- Observe workplace hygiene procedures
- Perform computer operations
- Perform workplace and safety practices
- Provide effective customer service

III. CORE COMPETENCIES

- Provide Housekeeping Services to Guests
- Clean and Prepare Rooms for Incoming Guests
- Provide Valet/Butler Service
- Laundry Linen and Guest Clothes
- Clean Public Areas, Facilities & Equipment
- Deal with/handle Intoxicated Guests

TRAINING FEE

*with ID, Handouts, and
1 pc. of FSSC Shirt*

**CASH
BASIS**

PHP9,650

INSTALLMENT BASIS

First Payment

PHP5,735

Second Payment

PHP4,785

Note: Deadline for second payment is after 2 weeks from the date of enrollment.

OJT FEE (Optional)

1,800

** Price is subject to change without prior notice*

Schedule of Classes:

Every Monday, Wednesday and Friday (1 pm to 5 pm)

Course Duration:

4 1/2 months

** excluding On-the-Job Training (OJT) hours*

Admission Requirements:

1. Form 138/Report Card or Transcript of Records
2. 2 pcs. 2x2 picture (white background, shirt w/ collar)
3. Photocopy of NSO-issued Birth Certificate
4. NBI Clearance or Police Clearance
5. Medical Certificate (Referral slip shall be given at FSSC)

OWWA Skills for Employment Scholarship Program (SESP)

Grant Value up to **P14,500.00** on Training fee. Any amount that exceeds to the grant value will be shouldered by the trainee/student.

Eligibility:

- * Must be an active OWWA member
- * Dependent/beneficiary of an active OWWA member:
 - Spouse
 - Child 20 years old and below (not currently enrolled)
 - Sister or brother of single OFW 20 years old and below (not currently enrolled)
 - Filipino citizen
 - At least elementary graduate

Requirements for application:

1. Duly Accomplished application form (from OWWA)
2. 1 pc. 1x1 & 2x2 picture (white background, wearing collar)
3. School Credentials (Form 137, Form 138, Transcript of Records, Diploma, or Training Certificates)
4. If the applicant is an OWWA Member's Beneficiary, please present document as proof of relationship (e.g. Birth Cert, Marriage Cert.)
5. FSSC Leaflet of preferred course

OWWA Region IV-A Address

Penthouse 1-3, Penthouse Bldg. Chipeco Ave. Bgy. Halang, Calamba, Laguna 4027 (049) 545-3746, (049) 502-2866