

CERTIFICATION: AS EASY AS 1 – 2 – 3

1. Select your program.
2. Register with BHA
3. Complete checklist with Supervisor
4. Register for Exam
5. Receive Results
6. Be CERTIFIED

PROFESSIONAL CERTIFICATION IS THE KEY TO PROFESSIONAL AND PERSONAL GROWTH!

REGISTER TODAY—YOUR LIFE WILL NEVER BE THE SAME!

TELL THE WORLD YOU'RE A CAREER-MINDED PRO FROM JOB ONE.

KEEPING OUR STANDARDS HIGH AS POSSIBLE

“Every occupation in tourism has one responsibility in common—the total satisfaction of every visitor” This is why CARIBCERT has established core standards that everyone must meet, from live level beginners to top management senior executives.”

ENROLLMENT COST INFORMATION

INVESTMENT	Members	Non-Members
Line:	\$80.00	\$125.00
Supervisor	\$125.00	\$175.00
Manager	\$200.00	\$300.00



BAHAMAS HOTEL ASSOCIATION MISSION STATEMENT

The Bahamas Hotel Association serves the needs of its members by facilitating the profitability, quality, and sustainability of tourism for The Bahamas.

**Workforce Development
Core Value**

**“Broaden Your Horizons—Strengthen
Your Knowledge”**

Facilitators of the Program

Adelle Smith, Project Assistant
asmith@bahamashotels.org
Ph: (242) 502-4222

Bridget Murray, Workforce Development Manager
bmurray@bahamashotels.org
Ph: (242) 502-4245



***A Workforce Development
Initiative of
The Bahamas Hotel
Association
in cooperation with
The Caribbean Hotel
Association***

CARIBCERT

**A Hospitality/Tourism
Occupation Specific
Certification Program**



BENEFITS OF CERTIFICATION

1. A sense of accomplishment.
2. A sense of job commitment and loyalty.
3. World-wide recognition for accomplishment.
4. Possession of a world-recognized credential.
5. Recognition as a professional.
6. Encouragement to make hospitality a long-term career.
7. Enhanced self esteem.

CERTIFICATION MAKES A DIFFERENCE

"Hospitality skills certification has really increased the esteem of our employees ... they feel more confident about making decisions because they have the official acknowledgement that they know their jobs well."

"I have the proof that I truly am an expert at my job."

"I knew a lot, but after passing the exam, I know a lot more."

LIST OF OCCUPATIONS

FOOD & BEVERAGE SERVICE

Line Occupations:

Bus Person

Banquet Porter

Room Service

Bar Assistant

Cashier

Host/Hostess

Room Service Order Taker/Cashier

Room Service Server

Snack Bar Attendant

Junior Waiter/Waitress

Senior Waiter/Waitress

Bartender

Supervisory Occupations:

Beverage Server Supervisor

Food Service Supervisor

Room Service Supervisor

Management Occupation:

F&B Manager

FOOD PREPARATION

Line Occupations:

Cook's Helper/Assistant

Cook

Pastry Cook

Bakery Cook

Butcher

Garde Mange

Steward

Supervisory Occupations:

Food Preparation Supervisor

Steward Supervisor

Management Occupations:

Executive Chef

Chief Steward

FRONT OPERATIONS

Line Occupations:

Reservations Agent

Front Desk Agent

Concierge/Guest Services Agent

Bell Person

PBX Operator

Night Auditor

Valet Parking Attendant

Supervisory Occupations:

Front Desk Supervisor

Bell Captain

Reservations Supervisor

PBX Supervisor

Transportation Supervisor

Environmental Co-ordinator

Management Occupations:

Front Office Manager

Rooms Division Manager

HOUSEKEEPING

Line Occupations:

Houseman

Room Attendant

Supervisory Occupation:

Housekeeping Supervisor

Management occupation:

Executive Housekeeper

TOGETHER WE WILL MAXIMIZE YOUR POTENTIAL FOR SUCCESS