



**FRANCISCAN COLLEGE OF THE IMMACULATE CONCEPTION**  
Baybay, Leyte, Incorporated



*presents this*

# Certificate of Training

**ELIZABETH II A. ITALIO**

*for having satisfactorily completed the program in*  
**HOUSEKEEPING NCII**

**(436 Hours)**

*From* **October 14, 2019 – December 28, 2019**

*Given this 21<sup>st</sup> day of February, 2020 at* **FCIC, Baybay City, Leyte.**

*Sister M. Elenor Egano, O.S.F.*  
**SISTER M. ELENOR EGANO, O.S.F.**  
School Registrar  
Franciscan College of the Immaculate Conception  
Baybay, Leyte, Incorporated

*Sister M. Maribel Piangco, OSF*  
**SISTER M. MARIBEL PIANGCO, OSF**  
School Directress  
Franciscan College of the Immaculate Conception  
Baybay, Leyte, Incorporated

## UNIT OF COMPETENCIES

### BASIC COMPETENCIES

- Participate in Workplace Communication
- Work in a Team Environment
- Practice Career Professionalism
- Practice Occupational Health & Safety Procedures

### COMMON COMPETENCIES

- Develop and Update Knowledge
- Observe Workplace Industry Hygiene Procedure
- Perform Computer Operations
- Provide Effective Customer Service

### CORE COMPETENCIES

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

S.O. No.: 0837-TRSHSK213-0334-2020

Date Issued: February 11, 2020