

CAREER PLANNING GUIDE

Hospitality Management - AAS Degree

Total Credits Required: 66-67

A25110 HOSPITALITY AND RESTAURANT MANAGEMENT PLANNING GUIDE

Career Planning Guide: Use this guide alongside your academic plan. Recommended activities are organized by ideal timing and include career development opportunities, experiences, and resources to support your career or transfer goals. Work with a Career Coach and an Academic Advisor to personalize your plan.

Year One - First Semester

Table 1: Academic Plan

Course	Title	Credits	Done
First 8 Weeks			
CUL 110	Sanitation & Safety	2	☐
HRM 110	Intro to Hosp & Tourism	3	☐
ENG 111	Writing & Inquiry	3	☐
MAT 110	Math Measurement & Literacy	3	☐
Second 8 Weeks			
HRM 210	Meetings & Event Planning	3	☐
CIS 110	Intro to Computers	3	☐
Elective	CUL 140 or CUL 142	5	☐
Total			

Table 2: Career Plan

Recommended Career Activities	Done
Complete assessment-explore hospitality paths: lodging/restaurants/tourism/events/recreation	☐
Meet with a Career Coach and create a career action plan	☐
Create or update your resume	☐
Create your Handshake Profile	☐
Create a LinkedIn profile with a professional headshot, develop your professional brand	☐
Build and practice your professional elevator pitch	☐
Attend a career fair, dining etiquette event, and/or hospitality networking event	☐
Apply for a Wake Tech Apprenticeship Program (if applicable)	☐
Attend an Apprenticeship Fair (if applicable)	☐

Year One - Second Semester

Table 3: Academic Plan

Course	Title	Credits	Done
First 8 Weeks			
CUL 135	Food & Beverage Service	2	☐
CUL 135A	Food & Beverage Service Lab	1	☐
HRM 235	Human Resource Management & Hospitality	3	☐
HRM 140	Legal Issues-Hospitality	3	☐
Second 8 Weeks			
Elective	HRM 120 or HRM 225	3	☐
SPA 120	Spanish for the Workplace	3	☐
PSY 118	Interpersonal Psychology	3	☐
Total			

Table 4: Career Plan

Recommended Career Activities	Done
Update your resume with new coursework and (class) experiences	☐
Complete Clifton Strengths (or similar) assessment to discover your leadership and work style	☐
Conduct an informational interview with a hospitality management professional	☐
Expand your LinkedIn network - connect with hospitality professionals and alumni	☐
Begin search for summer employment, internships, or volunteer opportunities	☐
Join a hospitality association (e.g. TAHMA, NCRLA, AHLA or others, if eligible)	☐
Pursue Eta Sigma Delta membership (if eligible)	☐
Attend a Career Services event / Industry Road Trip (IRT) / Career Fair	☐

Year One - Summer Semester

Table 5: Academic Plan

Course	Title	Credits	Done
HRM 220	Cost Control-Food & Beverage	3	☐
HRM 240	Marketing for Hospitality	3	☐
HRM 280	Management Problems-Hospitality	3	☐
WBL112 HH	Human Resource Management-Hospitality	2	☐
Total			

Table 6: Career Plan

Recommended Career Activities	Done
Gain industry experience (e.g. employment, WBL, internship, seasonal leadership roles, volunteer)	☐
Update your resume with new experiences	☐
Request a professional reference or LinkedIn recommendation	☐
Attend a local hotel, tourism, restaurant or hospitality industry conference; IRT; Job Shadowing	☐
Revisit your action plan and evaluate your professional goals	☐

Year Two - Third Semester

Table 7: Academic Plan

Course	Title	Credits	Done
	First 8 Weeks		
HRM 275	Leadership-Hospitality	3	☐
HUM 115	Critical Thinking	3	☐
Elective	CUL 130 or CUL 214	3	☐
	Second 8 Weeks		
COM 120	Intro Interpersonal Communication	3	☐
ACC 175	HRM Accounting	4	☐
Total			

Table 8: Career Plan

Recommended Career Activities	Done
"Career Readiness Check-in" with a Career Coach to prepare for graduation and employment	☐
Professional portfolio with projects, event plans, certifications, presentations, leadership exp	☐
Learn salary-compensation package negotiation and job offer evaluation/job search strategies	☐
Practice professional communication with BigInterview	☐
Attain additional industry-recognized credentials/certifications (if applicable)	☐
Tailor your resume to your desired hospitality career path and review with a Career Coach before applying	☐
Attend a career fair and actively apply for full-time positions	☐
Update your career action plan with post-graduation development goals and discuss with a Career Coach	☐