ROBERT SMITH

Head Housekeeper/Front Desk

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Housekeeper focused on providing exceptional service to internal and external customers. Reliable, responsible and driven to be an integral team member. Well-trained in asbestos and bloodborne pathogens. Service-oriented Housekee per experienced in hotel room detailing and upkeep.

EXPERIENCE

Head Housekeeper/Front Desk

Extended Stay Of America - AUGUST 2013 – 2019

- Accepted accountability for all assigned building keys, master keys and access cards.
- Changed bed linens and collected soiled linens for cleaning.
- Disinfected and mopped bathrooms to keep them sanitary and clean.
- Collected trash and moved garbage cans from kitchen areas to pick-up stations.
- Used chemicals and other cleaning equipment in a proper, safe and responsible manner.
- Moved chairs, desks and beds around rooms to clean behind and underneath them.
- Transported cleaning products and equipment to and from the utility rooms.

Head Housekeeper

ABC Corporation - 2010 – 2013

- Clean houses with a variety of chemicals, disinfectants, and machines.Scrub stains, mold, and mildew from surfaces, and floors.
- Clean and dust window treatments.Mop, polish, and wax floors.
- Wipe down appliances.
- Disinfect equipment and supplies.
- Sweep driveways and walkways.
- Gained personal/professional experience Scheduling, supervising, of co-workers Dealing with suppliers of cleaning materials and supplies.
- Overseeing budgets and other paperwork, such as maintenance reports and safety audits.

EDUCATION

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SKILLS

Housecleaning, Production.