

Housekeeping Aide III

ROBERT SMITH

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Objective

Working knowledge of Collection laws Work well in a high pressure environment. Well-organized and efficient. Trained in all areas of Collections Thorough understanding of dealing with customers Skilled with computer systems and software. Skilled at organizing complex projects, defining project priorities, and delegating tasks. Skilled at encouraging others and developing rapport. Self-starting, goal-oriented strategist whose confidence, perseverance and vision promote success.

Skills

15 yrs of experience in housekeeping.

Work Experience

Housekeeping Aide III

Universal Health Care - November 2011 - 2019

- Polished silver accessories and metalwork such as fixtures and fittings.
- Kept storage areas and carts well-stocked, clean, and tidy.
- Dusted and polished furniture and equipment.
- Carried linens, towels, toilet items, and cleaning supplies, using wheeled carts.
- Sorted clothing and other articles, loaded washing machines, and ironed and folded dried items.
- Emptied wastebaskets, emptied and cleaned ashtrays, and transported other trash and waste to disposal areas.
- Cleaned rooms, hallways, lobbies, lounges, restrooms, corridors, elevators, stairways, locker rooms and other work areas so that health standards were met.

HOUSEKEEPING AIDE

ABC Corporation - 2007 - 2011

- strip the linens.
- scrub the beds.
- disinfected the bathrooms and rooms.
- sweep and mop the floors Supr 8 Motel, Newburgh, NY 12550 HOUSEKEEPING AIDE.
- clean the rooms.
- laundry attendant.
- clean the lobby.

Education

High School Diploma - (Olney High School - Philadelphia, PA)