

Janitorial Worker

ROBERT SMITH

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Objective

Dependable and punctual in the housekeeping/janitorial field and works well with others. Believes in working hard to satisfy each client. In addition, has over 4 years total in work experience. To obtain an entry level position utilizing previous experience in customer service.

Skills

Electrical, Microsoft Word, Customer Service, Janitorial Services

Work Experience

Janitorial Worker

ABC Corporation - August 2011 - January 2014

- Cleaning and disinfecting all toilets and sinks and making sure any supplies have been refilled (ex- toilet paper, paper towels, and hand soap).
- Making sure each individual and common areas are locked and secure and alarms set before leaving.
- Respecting highly confidential and private information by making sure all areas are secure and locked up.
- Maintaining all cleaning equipment and making sure have all supplies needed for each building ahead of time.
- Maintain grounds of a supermarket and four apartment building which included lawn mowing, leaf blowing, mopping and light maintenance work.
- Responsible for cleaning buildings, removing debris, and keeping areas neat and tidy.
- Clean windows, glass partitions, or mirrors, using soapy water or other cleaners, sponges, or squeezes.

Sales Associate

ABC Corporation - July 2010 - July 2011

- Occasionally working at a cash register to help with overflow customers.
- Folding, hanging and replacing the merchandise. Marking down and moving items to sell quickly.
- Making sure the whole department was straight and clean before leaving for the night.
- Accomplishments helping out whenever and where ever needed in the store.
- Learning to use their specific equipment to restock or markdown merchandise.
- Cleaning includes cleaning of individual offices and main customer or client areas.
- Cleaning of individual offices includes emptying trash, feather dusting and damp wiping desks to disinfect and clean off fingerprints.

Education

High School Diploma in All - 1988(Eldorado High School - Las Vegas, NV)Diploma in High School Studies - 2005(Hazleton Area High School - Hazleton, PA)