

Resume 675

OBJECTIVE

Highly motivated, dedicated, and results-driven to secure a position with your company in *Janitorial / Housekeeping, Commercial Cleaning, General Labor, or other position as applicable*, utilizing my skills, training, and experience

SUMMARY OF QUALIFICATIONS

- Some experience performing a wide range of janitorial/housekeeping duties in a hospitality setting including cleaning common areas, cleaning up to 17 guest rooms daily, cleaning bathrooms, replacing amenities, making beds, sweeping, vacuuming, mopping, and more
- Knowledgeable with a variety of cleaning agents and solvents and their respective safe applications
- Trained and experienced in commercial housekeeping/janitorial cleaning, including in an institutional college setting, performing a wide range of cleaning tasks as directed or necessary
- Performs inventory control utilizing handheld barcode scanners, maintaining organizational systems, and reporting surpluses and deficiencies to upper management
- Multi-tasks efficiently, learns new systems quickly, completes all projects and assignments ahead of schedule
- Strong communications, analytical, and problem-solving skills
- Familiar with using computers, Windows, Internet research, and email
- Works well independently or collaboratively in a team environment

PROFESSIONAL EXPERIENCE

03/22 – 05/22 *Landscaper*

Villani's, Niagara Falls, NY

- Responsible for mowing lawns, line trimming, planting trees/bushes and flower beds
- Applied mulch to various trees and bushes as needed
- Pruned trees and bushes cleaning up all jobsites upon completion of work
- Operated wood chippers as required

02/21 – 12/21 *Warehouse Associate*

Voss, Sanborn, NY

- Marked stock items, using identification tags, stamps, electric marking tools, or other labeling equipment.
- Compared merchandise invoices to items actually received to ensure that shipments are correct.
- Received and counted stock items, and recorded data manually or on computer.
- Manually or mechanically loaded or unloaded materials from pallets, skids, platforms, cars, lifting devices, or other transport vehicles.

01/20 – 11/20 *Inspector*

GM, Lockport, NY

- Inspected or tested raw materials, parts, or products to determine compliance with environmental standards
- Checked arriving materials to ensure that they match purchase orders, submitting discrepancy reports as needed
- Recorded inspection or test data, such as weights, temperatures, grades, or moisture content, and quantities inspected or graded
- Attached identification labels to finished packaged items, or cut stencils and stencil information on containers, such as lot numbers or shipping destinations

04/19 – 10/19 *Landscaper*

Gate of Heaven Cemetery, Niagara Falls, NY

- Used hand tools, such as shovels, rakes, hedge or brush trimmers, or axes
- Operated vehicles or powered equipment, such as mowers, tractors, snow blowers, chain-saws
- Watered lawns, trees, or plants, using portable sprinkler systems, hoses, or watering cans
- Cared for established lawns by mulching, weeding, trimming or edging around flower beds, walks, or walls

01/18 – 10/18 *Inspector*

GM, Lockport, NY

- Inspected or tested raw materials, parts, or products to determine compliance with environmental standards
- Checked arriving materials to ensure that they match purchase orders, submitting discrepancy reports as needed
- Recorded inspection or test data, such as weights, temperatures, grades, or moisture content, and quantities inspected or graded
- Attached identification labels to finished packaged items, or cut stencils and stencil information on containers, such as lot numbers or shipping destinations

11/15 – 01/16 **Utility / Store Remodeling Assistant (Temporary)**

Walmart, Niagara Falls, NY

- Unloaded shipments of merchandise and moves merchandise from warehouse onto sales floor shelves and racks
- Performed inventory and utilized handheld barcode scanners and uploads data into computer database
- Assisted a temporary but specialized team to reorganize the shelving layout in the store, following corporate planograms per the instructions and direction of supervisors
- Organized merchandise on sales floor shelves and racks

06/08 – 10/08 **Housekeeping / Janitorial Specialist**

Crowne Plaza, Niagara Falls, NY

- Cleaned up to 17 guest rooms daily, made beds, replaced bed sheets/pillow cases with fresh linens, cleaned and sanitized bathrooms, replaced amenities, and swept, mopped, and/or vacuumed common areas
- Emptied waste receptacles as needed and placed bags in dumpster
- Deodorized and sanitized various surfaces, tables, counters, etc.
- Cleaned tables, mirrors, TV's and windows

EDUCATION

GED, 2015

State University of New York at Albany, Albany, NY