CURRICULUM VITAE

# NAME: AKINADE NATIONALITY: NIGERIAN

**MARITAL STATUS: SINGLE LANGUAGES: ENGLISH**

# POSITION: HOUSEKEEPING RESUME PERSONAL SUMMARY:

To contribute to the experience of the hotel’s customers by consistently maintaining the cleanliness and upkeep of the various rooms and facilities.

# CORE COMPETENCIES:

* 5 years experience in Housekeeping.
* Excellent communication skills
* Positive disposition
* Enjoys being with people
* Flexible with working hours
* Highly organized
* Punctual
* Reliable and Trustworthy.

# HOUSEKEEPER

**EKO HOTEL & SUITE, LAGOS, NIGERIA 2014-2018 DUTIES AND RESPONSIBILITIES:**

* Cleans rooms, hallways, lobby, restrooms, elevators, dining areas and other function rooms
* Replenish room supplies for the refrigerator, bathroom and work desk
* Conducts carpet cleaning activities in all required areas
* Responsible for proper disposal of garbage as outlined by management
* Provide linens, blankets, towels, and pillows upon request by guests
* Provide assistance to the elderly and young children when needed
* Oversee inventory of cleaning supplies and solvents
* Oversee laundry of hotel linen, towels, and beddings

# HOUSEKEEPER

**HORIENTA HOTEL LAGOS, NIGERIA 2013-2014 DUTIES AND RESPONSIBILITIES:**

* Prepares all carpet cleaning equipment and solvents
* Conducts pre-cleaning inspection on premises
* Checks carpets for possible repair
* Prepares scope of work
* Conducts pre-carpet cleaning functions
* Assists in moving furniture
* Assists in steam cleaning
* Conducts cleaning on all identified upholstery

# EDUCATIONAL QUALIFICATIONS

* Ordinary level certificate O/L
* National Diploma Certificate

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Reference : Mr. Anup P Bhatia, HR Consultant, Gulfjobseeker.com 0504753686

# References available on request.