

WENIFREDA T. VIRI

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B-day:02/15/70

OBJECTIVE

To secure a challenging position in a business to expand my learnings, knowledge and skills.

EXPERIENCE

MASTER CLEAN FACILITY SERVICES PTE. LTD

Project: Hollandse Club Singapore

June 2017-Mar.2020

Project: Residences at Reflections

July-2013- May 2017

Duties and Responsibilities

- * Change bed linen and make beds
- * Replace used towels
- * Sweep and mop floors
- * Vacuum carpets
- * Dust furnitures
- * Replenish bath care products (e.g soap and shampoo)
- * Clean public areas like corridors
- * Report any technical issues and maintenance needs
- * Address guest queries (e.g additional services)
- * Ensure all assigned rooms are clean and tidy by the end of the shift

TOPSERVE MANPOWER SOLUTIONS,INC

March 7,2004- March 3,2012

Deployed in DB Schenker Logistic,Phils.

Globe Telecom Project

DUTIES AND RESPONSIBILITIES:

- * Receiving of mobile phone
- *Checking of accessories e.g battery,charger & manua
- *Maintain the work area are clean,safe and organizæ

EDUCATION

1986-1982

Mangaldan National High School (High School Diploma)

Mangaldan,Pangasinan

1982-1986

Salaan Elementary School

Mangaldan, Pangasinan

TRAINING & CERTIFICATE

Food and Beverage Services

NC2

Certificate no.13131202009236

Date of issue:April 25,2013

Date of expiry:April 25,2018