MARICRIS AFABLE

Block 13 Lot 2 Sitio Ruby St. East Fairview Q.C.
+639923538052/+639478601345
maricrisafable@gmail.com

PROFESSIONAL SUMMARY

Result-oriented housekeeper with extensive experience in hotels and facilities management. Proven track record of using strong attention to detail to maintain high standards for clean pleasant and comfortable environments for guest. Skilled at determining the best supplies and tools for any situation.

KEY QUALIFICATION

- Over 8 years varied and increasingly responsible housekeeping/cleaner experience
- Graduated of 4 year course of Business management and bookkeeping and accounting
- Committed to providing exceptional customer service

SKILLS

- Effective communication skills
- Handle more than task/situation at a time
- Time management
- Responding to guest/client request
- Adapt quickly and positively new situation

PROFESSIONAL EXPERIENCE

CLEANER **October 2009-2011**
National Catering Company-Yas Marina Circuit **Abu Dhabi City, UAE**

- Responsible for all basic cleaning in and around residences and office buildings
- Cleans floors and rooms including dust mopping damp mopping, sweeping, vacuuming
- Clean restrooms including restocking dispenser emptying trash, sanitizing fixtures
- Set-up stocks and maintaining cleaning equipment and supplies
- Cleaning pantry and restocking supplies
- Performing and documenting routing inspection and maintenance activities

HOUSEKEEPING ATTENDANT/LAUNDRY ATTENDANT **August 2011-2013**
Emdad Gulf Catering Logistic-French Naval Base **Abu Dhabi City, UAE**

- Clean and service assigned rooms or areas making beds, dusting vacuuming and sanitizing bathrooms removing trash/rubbish
- Receiving and sending guest laundry
- Handle and store chemicals in line with hotel regulation
- Notify supervisor or front desk when service is in complete so rooms maybe sold or occupied
- Monitor and control supplies and minimize waste within all areas of housekeeping

HOUSEKEEPING SUPERVISOR **September 2013-June 2014**
Modem Building Maintenance-First Gulf Bank **Abu Dhabi City, UAE**

- Giving toolbox talk for the staff before and after the operation
- Maintaining a high standards of cleaning through staff training and development and customer liaisons
- Training, assisting and supervising o 7 staff members where I demonstrate strong leadership and organizational skills

HOUSEKEEPING ATTENDANT **October 2015-2018**
Al Massa Hotel **Abu Dhabi City, UAE**

- Cleaned 15 hotel rooms making beds, dusting and vacuuming and sanitizing bathrooms removing trash/rubbish
- Handle guest luggage
- Great and acknowledge guest
- Respond to guest complaints especially request and take action to ensure guest satisfaction

---

EDUCATIONAL ATTAINMENT

Bachelor of Science in Commerce Major in Management **2004-2005**
Saint Mary's College of Borongan Borongan Eastern Samar
Bookkeeping and Accounting **2000-2003**
National College of Business and Arts Fairview, Q.C.
Balara High School **1997-2000**
Balara Filter, Q.C.

Balara Elementary **1991-1996**
Balara Filter, Q.C.

TRAINING AND AWARDS

Finishing Course for Call Center Agent **July 20-August 5, 2015**
Fairview, Q.C., Philippines

ADMM Cleaning and Waste Management Services **November 2, 2009**
Abu Dhabi City, UAE

Excellent Service Workshop **June 24, 2006**
Pasig City, Philippines

REFERENCE
Aluciniada@gccservices.com HR Emdad Gulf Catering-Abu Dhabi, UAE
Info.keyplacement@gmail.com Keys Placement Inc.