

EDITHA M. GUILLERMO

#27-East Capacuan, City of Batac, Ilocos Norte

Mobile No:09955967422

Email Address: guillermoeditha588@gmail.com

**Objective:**

Pursuing opportunity which will allow me to grow professionally while effectively utilizing my versatile skill set to help and promote your corporate mission and exceed team goals.

Summary of Qualifications:

Extremely motivated and passionate in whatever I choose to do, strong interpersonal and communication skills and know how to handle and deal with different kinds of people and circumstances. Equally effective working independently and in cooperation with others.

Duties and Responsibilities:

- Sweep, mop, wash, and polish floor.
- Dust Furniture.
- Vacuum carpeting area rugs, draperies and upholstered furniture.
- Make beds and change sheets.
- Clean and disinfectants elevators.
- Handle and report lost and found items.
- Provide Basic information on facilities.
- Pick up debris and empty trash containers.
- Wash windows, walls, and ceiling.
- Clean changing rooms and showers.
- Address costumers complains or concerns.
- Perform light housekeeping and cleaning duties.
- Clean stock and supply designated facility areas.
- Notify management of deficiencies or repairs required.

WORK EXPERIENCE:

- Household Work Singapore-2013
 - ✓ CLEANER:Jawa Human Resources
- Saudi Arabia 2018-2020
 - ✓ CLEANER:Fitnessime Ladies-LEEJAM COMPANY
- Saudi Arabia 2021-2023
 - ✓ Almawarid Recruitment

I hereby attached my signature and certify that the information mentioned above are true and correct finest of my knowledge and belief.

EDITHA M. GUILLERMO
Applicant