

AURELIA CARON

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PROFESSIONAL SUMMARY

Reliable and skilled Farm Hand with over 5 years of experience in crop cultivation, livestock care and crop harvesting. Skilled in modern farming techniques and eager to contribute to farm goals through values and ethics, punctuality and initiatives. Able to perform repetitive tasks.

HIGHLIGHTS

- Highly-skilled on practical farm operations including plowing, planting, irrigating and fertilizing.
- In-depth knowledge of maintaining sanitary living arrangements for farm animals.
- Ability to work in extreme weather conditions.
- Excellent physical dexterity.
- Ability to communicate well and take instructions.
- Excels in analyzing and adjusting work procedures for maximum efficiency.
- Demonstrate a high level of initiative.
- Promote harmony and teamwork.
- Excel in effective human relations.

ACHIEVEMENTS

- Achieved success in managing organic feeds for hogs and chickens thereby increasing sales and revenue.
- Structured specified living quarters for different farm animals as per their size and type bringing about segregation for animal health.
- Monitored crops and harvested them at the peak of freshness.
- Identified and treated pests and diseases in crops and animals.
- Volunteered at a local farmers' market where I gained valuable insights into the importance of local food production and community engagement.

EMPLOYMENT HISTORY

Self-Employed Farmer - **Philippines** - **May 2015 to Present**

- Mixed soil and fertilizer as needed.
- Prepared and spray insecticides as required.
- Planted crops as well as harvest them according to schedule.
- Fed farm animals in a time- efficient manner.
- Prepared feeds for farm animals.
- Cleaned animal quarters efficiently.
- Made repairs to farm tools and equipment and took as needed.
- Assisted in activities to harvest crops.
- Recorded information such as pesticide use and yields.
- Cleaned and repaired animal shelters.
- Dig, planted seeds and transplanted seedlings as needed.
- Harvested and packed fruits and vegetables while observing quality.
- Monitored farm progress and kept accurate records.
- Performed tasks such as inspection, grading, sorting, suckering, deleafing, thinning and storage.
- Set-up and operated irrigation equipment according to procedures.
- Kept count of supplies and materials used for animals and plants.
- Ensured that farm animals and plants are safe from natural disasters like excessive rainfall.

Housekeeper

Cummins Family	-	Seoul, Korea	-	February 2012 to March 2015
Park Residences	-	Seoul, Korea	-	February 2007 to January 2012

- Swept, mopped and polished floors and dust furniture as needed.
- Laundered clothes and household linens.
- Vacuumed carpeting area, rugs, draperies and upholstered furniture .
- Make beds and change sheets
- Distributed clean towels and toiletries.
- Stocked linen closet.
- Cleaned, disinfected and polished kitchen and bathroom .
- Handled and reported lost and found items.
- Attended to guest's requests for extra supplies or other items .
- Picked up debris and empty trash containers .
- Cleaned changing room and showers.
- Washed walls, floors and ceilings .
- Address customers complaints or concerns.
- Cleaned and disinfected elevators.
- Mended clothing and linens.

EDUCATION

Bachelor of Communication Arts	-	Bicol University, Legazpi City	-	Philippines
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