

ALAN TESSEROLI

LIGHT DUTY CLEANER

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IELTS 6.5 (overall)

Palmas, Paraná - Brazil

alan-tesseroli

Profile

I have experience in the area of cleaning, working as a cleaner in an office, as well as freelance for hotel companies and domiciles. During my services, I performed heavy cleaning, for example: floors, walls, carpets, ceilings and windows, in addition, whenever I found any problem related to the environment where I worked, I notified my superior about it and, when possible, I performed its maintenance.

I have great capacity of organization, agility, communication, cooperation, inventory control and resolution of problems related to the most diverse areas (computer, electricity, etc.). I also have experience in stock control, material handling and small repairs.

Employment History

Light Duty Cleaner

A.S. Barcelos Incorporadora de Obras Eireli, Palmas

July 2021 - August 2022

My main function is to keep the external and internal areas of the company clean. Performing the most diverse tasks, from vacuuming to heavy cleaning, I have also performed some maintenance in the common areas during my professional performance. Among the many functions I had, the most frequently performed tasks was:

- Clean, stock and supply the designated areas of the building (dusting, sweeping, vacuuming, mopping, cleaning ceiling vents, cleaning bathrooms, replace toilet paper, etc.);
- Perform and document routine inspection and maintenance activities;
- Perform heavy cleaning tasks and special projects;
- Notify management of deficiencies or repair needs;
- Make adjustments and minor repairs;
- Store and maintain storerooms;
- Cooperate with other employees;
- Follow all health and safety regulations;
- Pick up debris and empty trash containers;
- Provide basic information about the facility.

Light Duty Cleaner

Autonomous

October 2019 - Present

My function consisted basically of the same described above, however, instead of working in an office environment, I performed my activities in hotels and in homes. The functions that i perform, are:

- Make beds and change sheets;
- Distribute clean towels and toiletries;
- Clean changing rooms and showers;
- Disinfect operating rooms and other areas;
- Report and store lost and found items;
- Listen to customers' complaints or concerns.

Education

- **High School, Legal Services, Federal Institute of Paraná, Palmas**
JANUARY 2016 - DECEMBER 2018
- **Analysis and systems development, UNIASSELVI**
JANUARY 2022 - PRESENT

Skills

- Teamwork
- Communication
- Time management
- Discretion
- Attention to detail
- Efficient
- Organized
- Supply management
- Flexible