

Adrienne miller

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469-279-4254

Work Experience

Grace Presbyterian Village

Laundry Tech - Dallas, TX

May 2017 to January 2018

The laundry tech will collect soiled linen personal clothing of residents towels and ensure proper cleaning including washing and drying of all articles sorting and folding them and storing or returning them into their proper location

housekeeping

Baylor university medical center - Dallas, TX

April 2015 to April 2016

Dallas, TX

April 2015 to April 2016

Dallas, TX

April 2015 to April 2016

Responsibilities

As a environmental services aide you must be able to perform and carry linens towels toilet tiems cleaning supplies wheeled carts clean room and hallways and public areas housekeeping

Housekeeping

children's medical center - Dallas, TX

December 2010 to December 2013

Dallas, TX

December 2010 to December 2013

Responsibilities clean rooms and bathroom dusting washing things in the rooms by using disinfectants cleaner clean off sinks moping floor reading and writing assignments and removing linen

Dietary Aide/Dishwasher

Dallas, TX

June 2006 to July 2007

Responsibilities

Prep food service for all the patients deliver and pick up patients trays and nounshments assist patients fill out menus prepare traylines

Dietary Aide/ diswasher

Villa at mountain view - Duncanville, TX

June 2006 to July 2007

Prep food service for all the patients deliver and pick up patients trays and nounshmemts assist patients fill out menus prepare traylines

Customer Service Representative

sliver leaf - Dallas - Fort Worth, TX

January 2003 to February 2004

Responsibilities

Analyzes data to determine answer to customer or public inquiry answers telephone to schedule future appointments provide information, or forward call

Skills Used administration work switchboard work Computer customer support work

Receptionist/Secretary h.r.block

Dallas, TX

December 2001 to April 2002

Responsibilities

Preparing tax refund check and answering phones handing out refund to customers

Receptionist/Secretary

Dallas, TX

December 2001 to April 2002

Preparing tax refund check and answering phones handing out refund to customers

Education

High school or equivalent in Basic study

Bryan Adams High School - Dallas, TX

August 1995 to May 1999