

Essence Moore

Burlington, NJ - Email me on Indeed: [indeed.com/r/Essence-Moore/2586f1d47b4367b5](https://www.indeed.com/r/Essence-Moore/2586f1d47b4367b5)

seeking a long-term career in housekeeping services where I can better my future and someday own my own cleaning business.

WORK EXPERIENCE

Housekeeping Attendant

HILTON HOTEL - March 2014 to January 2016

Cleaning Employees

"Cleaning rooms

"Doing Laundry

"Polishing Floors

Bails Agent

ABC Bail Bounds - October 2013 to June 2014

Answering Phone Calls for clients

"Processing Bails

"Processing Paperwork

Cleaning Supervisor

TRENTON FAMILY PRACTICE - March 2010 to May 2013

Cleaning Supervising for employees

"Making Sure paperwork is Secure

"Ordering Supplies for office

Customer Service

TJMAXX - August 2010 to December 2011

Cashier

"Customer Service Supervisor

"Completing Returns

"Sorting Supplies

EDUCATION

High School Diploma

Trenton High School

September 2008 to June 2011

ADDITIONAL INFORMATION

SKILLS |

- "Cleaning service experience 5 years

"Customer Service experience 3 years

"Processing Claims 3 years