

# Marcelle Lofton

## Manager

Philadelphia, PA - Email me on Indeed: [indeed.com/r/Marcelle-Lofton/d6a7fd45fc3acc15](https://www.indeed.com/r/Marcelle-Lofton/d6a7fd45fc3acc15)

Work well in a high pressure environment.  
Well-organized and efficient.  
Skilled with computer systems and software.  
Professional demeanor.

### WORK EXPERIENCE

#### Housekeeping

InterSolutions - Cherry Hill, NJ - December 2015 to Present

Responsibilities

Staffing Coordinator InterSolutions

Nicole MacAllister Housekeeping/Maintenance (on call)

610 664 6648

#### Housekeeping

Dr. Bantam's Doctor Office - Philadelphia, PA - January 2015 to Present

Manager Dr. Bantam's Doctor Office

Regina Harris Housekeeping/Maintenance (on call)

215 477 5800

#### Housekeeping

Eastfalls Fitness - Philadelphia, PA - February 2015 to April 2015

Manager Eastfalls Fitness

Rory Servetnick Housekeeping/Maintenance (on call)

215 223 2311

#### Housekeeping

Bright Horizon Academy Day Care - Philadelphia, PA - May 2013 to September 2014

Supervisor Bright Horizon Academy Day Care

Mark Hopewell Housekeeping/Maintenance (on call)

215 906 9406

### EDUCATION

#### Associate in Arts in Liberal Studies

Community College Of Philadelphia - Philadelphia, PA

May 2009 to Present

#### High School Diploma in Video game design

New Media Technology Charter School - Philadelphia, PA

June 2008

## SKILLS

Microsoft Word (10+ years), Microsoft Powerpoint (10+ years), Microsoft Excel (10+ years)

## ADDITIONAL INFORMATION

Communication skills.

Experience in trouble-shooting and repair of various mechanical equipment.

Responsibilities to maintain overall cleanliness of the building.