

CURRICULUM VITAE

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Address: Jumeirah 1
Position Applying for: CLEANER



CAREER OBJECTIVE:

A highly resourceful, flexible, innovative, and enthusiastic worker. Experienced in promoting a safe environment for staff and customers and able to respond effectively to the needs of whoever I work with, possessing excellent writing and communication skill and able to write reports to managers about daily activities and irregularities. Looking for a position with an exciting and ambitious company that provides room for progression

KEY QUALIFICATIONS

- Over 2 year work experience as a cleaner
- Highly skilled in performing general cleaning and manual labour tasks
- In-depth knowledge of special types of cleaning tools
- Proven record of working with chemicals and dangerous materials
- Able to perform accurate and safe work
- Demonstrated ability of prioritizing, organizing and following through on different work tasks
- Thorough understanding and capability to follow oral and written instructions

CLEANING SKILLS

- Cleaning methods and techniques
- Materials and equipment used in cleaning
- Operation of various cleaning equipment
- Safety policies and procedures

WORK EXPERIENCE

Jan 2012 - 2016 ORANGE -Buea - Cameroon Cleaner

- Empty, clean all waste containers
- Hand dust and wipe clean all workplace furnishings, files, fittings, paneling and window sills
- Damp wipe and buff all glass furniture
- Remove waste paper and garbage from the building to designated area
- Empty and clean ash trays
- Clean and buff tile floor services
- Remove all finger marks and stains from vertical surfaces
- Vacuum all rugs and carpeted areas

June 2009 - Jan 2011 Oxford Academy Council Schools Buea - Cameroon Cleaner

- Swept all private stairways and vacuumed carpeted floors
- Polished stairwells and damp mop spillage
- Wipe cleaned and polished all hardware fixtures
- Washed, cleaned and disinfected water coolers
- Cleaned entry door glass inside and outside
- Swept and dusted mop floors.

EDUCATIONAL QUALIFICATIONS

- **Secondary School: O 'Level Certificate**
- **High School : A 'Level Certificate**

Additional Skills and Abilities

- Solid communication and time management skills
- Flexible, with a positive attitude and willingness to collaborate with others
- Ability to perform physically demanding work

Languages: English and French