
Housekeeping Porter Resume

Job Objective

An experienced and passionate Housekeeping Porter seeking employment in a reputed firm.

Highlights of Qualifications:

- Remarkable experience of housekeeping activities
 - Profound knowledge of housekeeping practices
 - Wide knowledge of floor care procedures
 - Familiarity with safe usage procedures of cleaning chemical agents
 - Operational knowledge of vacuum and pressure washer
 - Wide knowledge of safety and cleanliness standards
 - Ability to pressure washer and vacuum cleaner effectively
 - Ability to follow directions from Supervisor
 - Ability to respond to guest inquiries
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Professional Experience:

Housekeeping Porter
Calvert Memorial Hospital, Charleston, SC
August 2007 – Present

- Maintained work space neat and orderly.
- Prepared guest room as per company standards.
- Maintained inventory control of housekeeping supplies.
- Managed cleaning schedules as assigned.
- Utilized chemical agents as per standard procedures.
- Communicated repairs and maintenance problems to Supervisor.
- Identified and reported unsafe conditions to Supervisor.

Housekeeping Porter
Extended Stay Hotels, Charleston, SC
May 2004 – July 2007

- Vacuumed carpets and mopped floors.
 - Ensured elevators and hallways were maintained clean.
 - Cleaned bathrooms and replenished paper towels and hand soap.
 - Operated extractors, polishers and vacuums effectively.
 - Delivered laundry to and from warehouse.
 - Performed preventive maintenance of housekeeping equipment.
 - Ensured that room attendant carts were fully stocked at all times.
 - Ensured security of company property.
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Education:

Associate Degree in Hotel Management
Blue Ridge Community College, Weyers Cave, VA

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