Gordon Glass
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[email]

**Job Objective** Seeking Hotel Housekeeper position in which my extensive capability to maintain cleanliness can be fully utilized.

**Highlights of Qualifications:**

* Admirable experience in restaurant and hospitality industry
* Sound knowledge of cleaning products and applications
* Profound knowledge of hotel regulations and procedures
* Exceptional ability to handle chemical fumes and airborne products
* Remarkable ability to carry heavy weight for physical labor
* Ability to provide optimal customer services
* Ability to comply to all policies and procedures
* Good understanding of emergency procedures for hotel industry
* Ability to push, pull, carry and lift up to 50 lbs

**Professional Experience:**

Hotel Housekeeper
Sheraton Raleigh Hotel, Meads, KY
August 2007 – Present

**Responsibilities:**

* Provided optimal level of customer services for industry.
* Assisted in cleaning all vacant and used rooms and provided status reports.
* Administered cleaning of floor, carpets and mattresses.
* Managed guest supplies and replenished as required.
* Maintained record of housekeeping cart and ensure adequacy.
* Prepared reports for housekeeping department and identify discrepancies.
* Maintained neat and clean hotel area at all times.
* Provided response to all hotel guest requests and inquiries.

Hotel Housekeeper
Hard Rock Hotel, Meads, KY
May 2004 – July 2007

**Responsibilities:**

* Maintained appropriate supplies for all rooms and stock linens.
* Coordinated with housekeeping lead and ensured clean hotel rooms and hallways.
* Performed regular sanitization of all guest bathrooms and clean rooms.
* Analyzed every room individually to ensure efficient cleanliness as per requirement.
* Maintained workstation and ensured adequate stocks in it.
* Evaluated linens and terry and ensured absence of any defect.
* Greeted all guests pleasantly and resolved all queries.
* Monitored equipment and ensured efficient working.

**Education**

Associate Degree in Hotel Management
Lake City Community College, Lake City, FL