

Kendra Moore

kendramoore72@gmail.com

720-709-8862

Objective: To secure a position within your company where my experience as a custodian can be utilized for the advancement of the company.

Summary of Qualifications:

6 years of custodial experience

Slight facility management experience (boss absent or on vacation)

Core Competencies

- Sweeping
- Mopping
- Floor Burnishing, sealing, and waxing
- Grounds (Mowing, edging, trimming of trees and bushes etc.)
- Vacuuming
- Cleaning out waste baskets and recyclables.
- Bathroom cleaning (toilets, floors, mirrors, sinks etc.)

Work History

Denver Public Schools Oct.30-2010 – May 4, 2017

- Swept, Mopped, and Auto scrubbed floors daily.
- 2-3 times a week floors were burnished/Waxed using machine
- Passed ALL internal inspections of my Run/route with consistent above average results.
- Passed multiple DPS certified grounds and housekeeping classes that allowed me to work with different machines (trimmer, edger, floor burnishing machine

etc.)

- Accurately address all teacher needs and or complaints in a quick and professional manner
- Cleaned bathrooms daily (Mirrors, toilets, and floors swept and mopped daily) disposed of all trash in and around ALL bathrooms.
- Able to Clean and maintain Company grounds (Mowing, Edging, Trimming of bushes and or trees, and disposing of all trash)
- Ability to work in both an independent environment as well as a team environment depending on job need and requirements.
- Active participant and team leader during group projects or discussions related to all custodial needs.
- Ability to Perform Management duties if needed or requested
- Developed great techniques for any custodial job involving:
 1. How to professionally represent myself as well as the company effectively.
 2. How to make personal connections with the people around me I see daily,
 3. Paying attention to the most minor of details to ensure a job well done.
 4. Ability to multi task as well as take guidance and direction to ensure safe work environment at all times