

Rachael Armstrong

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PROFESSIONAL SUMMARY

I have over 25 years experience in housekeeping/ janitorial. Qualified and motivated Housekeeper with experience in houses and commercial properties. Recognized high cleanliness standards and drive to facilitate clean and comfortable environments. Perform daily and deep cleaning, and ensure rooms are neat and tidy.

Courteous, loyal, and dependable Housekeeper employed as a maid at hospitality establishments. Skilled in managing complete housekeeping services with a strong dedication to exceeding expectations. Excellent knowledge of housekeeping practices and procedures, materials, tools, and equipment used to keep rooms and premises clean and organized. Able to communicate effectively and cordially with customers, colleagues, and management.

Diligent Residential Maid with strong qualifications in housekeeping combined with attention to detail, dedication to teamwork, and a focus on promoting customer satisfaction. Expert in handling a variety of cleaning and sanitation products and operating cleaning equipment. Self-directed and motivated with a proven history of workplace punctuality and meticulous adherence to of safety procedures. Also got 2 years experience in production work.

SKILLS

Green cleaning methods Housekeeping

Closet detailing Health and safety compliance Chemical cleaning Interior window washing

Commercial and residential cleaning Bathroom detailing

Rug steaming and cleaning Bloodborne pathogen knowledge Replenish supplies Collect trash

Wash windows Clean rugs and carpets

Experience:

Instacart, Fort Collins, Loveland, September 2021 to present

Housekeeper, Hilton, Fort Collins, August 2021- September 2021Fort Collins, cleaned rooms, made beds, restocked items, mopped, swept, vacuum, etc.

Housekeeper, My Place In Loveland, April 2021 - July 2021, Loveland, co cleaned rooms, made beds, restocked items, mopped, swept, vacuum, etc.

Production worker, Resource (parkway), June 2020 - July 2020, ran machines

Production worker, Prologistix (otterbox), April 2020 - March 2020, longmont, Co assembled cell phone cases, boxed cell phone cases and tablet cases.

housekeeper, Accel At Longmont, Feb 2020 - Mar 2020, longmont, Co Ensured cleanliness and sanitation of bedrooms, bathrooms and common areas including scrubbing, mopping, vacuuming, polishing, dusting, windows and using germicides.

Checked vacant rooms regularly to verify cleanliness and freshness by clearing away trash and other disposable material, consistently maintaining the highest levels of housekeeping standards.

Developed and actualized time-savers that decreased average cleaning time per room from 20 minutes to 30 minutes while upholding established quality guidelines.

Kept housekeeping supervisor updated on preventive housekeeping maintenance and restocking needs for supplies, linen, laundry, and accessories.

Promoted positive guest relations through prompt, courteous, and efficient service while maintaining an upscale atmosphere meeting specifications and establishing standards.

Maintained health standards by consistently cleaning high-traffic areas such as corridors, restrooms and elevators.

Used steam sterilizers and germicides to disinfect equipment and supplies. Cleaned floors daily and performed deep cleaning such as shampooing, waxing and buffing regularly.

Kept spaces clean and orderly with frequent light attention to dusting, removing trash and tidying pillows and bedding.

Janitor, Golden Bear Janitorial Services, May 2018 - Sep 2019, Longmont, Co Inspected facilities on a consistent basis to identify cleaning and maintenance requirements.

Collected and removed trash each day to keep the facility free of debris. Completed deep cleaning procedures such as shampooing carpets and washing draperies on a regular schedule.

Monitored and maintained the security of building areas by taking care to lock doors and check perimeters.

Serviced the facility's bathrooms every 3 hours to remove the trash, restock supplies and wipe down surfaces.

Carefully handled hazardous materials to minimize risks, storing and using each with the safest possible methods.

Kept floors clean with regular sweeping, mopping and vacuuming.

Helped managers improve area operations by sharing customer feedback and contributing new ideas.

Met targets consistently by working hard and with strong attention to detail. Collaborated well with team members to carry out daily assignments and achieve team targets.

Reviewed activities regularly to identify opportunities for improvement. Consulted with customers to understand desires and suggest best products to meet needs.

Filed records to keep system efficient and information organized.

housekeeper, FairField Inn, Jan 2018 - May 2018, Longmong, co

Promoted positive guest relations through prompt, courteous, and efficient service while maintaining an upscale atmosphere meeting specifications and establishing standards.

Kept housekeeping supervisor updated on preventive housekeeping maintenance and restocking needs for supplies, linen, laundry, and accessories.

Ensured cleanliness and sanitation of bedrooms, bathrooms and common areas including scrubbing, mopping, vacuuming, polishing, dusting, windows and using germicides.

Checked vacant rooms regularly to verify cleanliness and freshness by clearing away trash and other disposable material, consistently maintaining the highest levels of housekeeping standards.

Immediately reported found items to management to get them back to rightful owners.

Handled upkeep jobs such as turning the mattresses and arranging furniture for residents.

Used steam sterilizers and germicides to disinfect equipment and supplies. Kept spaces clean and orderly with frequent light attention to dusting, removing trash and tidying pillows and bedding.

Cleaned floors daily and performed deep cleaning such as shampooing, waxing and buffing regularly.

Maintained health standards by consistently cleaning high-traffic areas such as corridors, restrooms and elevators.

Ordered, organized, and rotated supplies.

Guided visitors to staff members and business locations with warm, personable approach.

Met targets consistently by working hard and with strong attention to detail.

production worker, Nite Ize, Aug 2015 - Oct 2016, Gunbarrel, CO

Placed labels, company logos, and other exterior parts on finished products. Applied analytical thinking and problem solving to troubleshoot and resolve issues in production.

Worked quickly but safely without accidents or mishaps.

Assembled units and components with high accuracy using soldering equipment. Observed machinery in operation and checked completed products to identify issues affecting proper assembly.

Started up assembly and production machinery at start of each shift. Interpreted blueprints and schematics and aligned jigs and fixtures with specifications. Readied finish products for shipping by packing products.

Cleaned workstation and removed hazardous material to protect team from unnecessary risks.

Administered finished work and removed various tags, ensuring compliance with all rules and regulations.

Maintained clean, dust-free, and well-organized work station

Performed basic and routine electronic assembly operations.

Reported safety issues to prevent accidents and to avoid unnecessary delay. Notified maintenance personnel of machine issues to be fixed in timely manner. Regulated production equipment by adjusting controls to achieve the optimal balance of flow and temperature.

Performed quality checks using tape measures, micrometers, calipers, and other devices.

EDUCATION

High School Diploma, general Hill City High School - Hill City, Sd
Dec 2008

Authorized to work in the US for any employer

Work Experience

Housekeeper

Accel At Longmont - Longmont, CO

February 2020 to March 2020

Ensured cleanliness and sanitation of bedrooms, bathrooms and common areas including scrubbing, mopping, vacuuming, polishing, dusting, windows and using germicides.

Checked vacant rooms regularly to verify cleanliness and freshness by clearing away trash and other disposable material, consistently maintaining the highest levels of housekeeping standards.

Developed and actualized time-savers that decreased average cleaning time per room from 20 minutes to 30 minutes while upholding established quality guidelines.

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Janitor, Golden Bear Janitorial Services

Longmont, CO

May 2018 to September 2019

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Reviewed activities regularly to identify opportunities for improvement.

Consulted with customers to understand desires and suggest best products to meet needs.

Filed records to keep system efficient and information organized.

Housekeeper

FairField Inn

January 2018 to May 2018

Longmont, co

Promoted positive guest relations through prompt, courteous, and efficient service while maintaining an upscale atmosphere meeting specifications and establishing standards.

Kept housekeeping supervisor updated on preventive housekeeping maintenance and restocking needs for supplies, linen, laundry, and accessories.

Ensured cleanliness and sanitation of bedrooms, bathrooms and common areas including scrubbing, mopping, vacuuming, polishing, dusting, windows and using germicides.

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Met targets consistently by working hard and with strong attention to detail.

Production Worker

Nite Ize - Gunbarrel, CO

August 2015 to October 2016

Placed labels, company logos, and other exterior parts on finished products.

Applied analytical thinking and problem solving to troubleshoot and resolve issues in production.

Worked quickly but safely without accidents or mishaps.
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Observed machinery in operation and checked completed products to identify issues affecting proper assembly.
Started up assembly and production machinery at start of each shift.
Interpreted blueprints and schematics and aligned jigs and fixtures with specifications.
Readied finish products for shipping by packing products.
Cleaned workstation and removed hazardous material to protect team from unnecessary risks.
Administered finished work and removed various tags, ensuring compliance with all rules and regulations.
Maintained clean, dust-free, and well-organized work station
Performed basic and routine electronic assembly operations.
Reported safety issues to prevent accidents and to avoid unnecessary delay.
Notified maintenance personnel of machine issues to be fixed in timely manner.
Regulated production equipment by adjusting controls to achieve the optimal balance of flow and temperature.
Performed quality checks using tape measures, micrometers, calipers, and other devices.

Education

High School Diploma in general

Hill City High School - Hill City, SD

December 2008

Skills

- Green cleaning methods
- Housekeeping
- Closet detailing
- Health and safety compliance
- Chemical cleaning
- Interior window washing
- Commercial and residential cleaning
- Bathroom detailing
- Rug steaming and cleaning
- Bloodborne pathogen knowledge
- Replenish supplies
- Collect trash
- Wash windows
- Clean rugs and carpets
- Cleaning
- Custodial experience
- English
- Janitorial experience

- Floor care
- Assembly
- Windows
- Customer service
- Guest relations
- Hospitality
- Serving
- Hotel experience
- Manufacturing
- Leadership
- Order fulfillment
- Microsoft Outlook
- Computer skills
- Warehouse experience
- Food production
- Basic math
- Communication skills
- Cleaning
- Supervising experience