Housekeeping/Nanny

1) PERSONAL SUMMARY

A hard working, calm, kind and discreet Housekeeper who is meticulous with wardrobe management and confident with delicate items, furnishings and couture pieces. Maxine will always ensure that the highest levels of cleaning is delivered at all times. I am a very sociable individual who can easily make friends and engage with people in conversation. As a true professional I can not only take the initiative but also follow the employers instructions right down to the letter.

2)WORK EXPERENCE

Employer name – Jennifer Gerut
Location – 5th Ave NYC
Housekeeper/babysitting-August 2016 to June 2017
Responsibility for performing a combination of tasks to maintain the premises in a clean and orderly manner. Babysitting of two kids(4and 7 years old)
Cooking and laundry for four members
Walking and feeding pets (dog and hamster)
The reason I left job because family are moving to other place

Employer name – Deena Hersh
Location – woodmere
Housekeeper/babysitting-March 2015 to July 2016
Responsibility are organizing and cleaning two storage house and
Cooking and laundry for four members..
 Babysitting of two kids(1 and 2 years old)
The reason I left because of low payment

Duties:
*Laundry of four members
*Ensuring that cleaning duties are carried out in accordance with a cleaning schedule..
 *Responding at all times in friendly,helpful manner to employer
 *Carrying out duties with the minimum amount of instructions.

*Taking on extra responsibility like shopping
*Babysitting work includes cooking healthy meals,taking bath,entertaining the kids,taking kids to play ground and playdate.

4)ACADEMIC QUALIFICATIONS

Royal University Of Bhutan
Bachelor in Business Administration(BBA) 2008-2012

5)REFERENCES-Available on request

6)AREAS OF EXPERIENCE

Polishing metalwork
Spring cleaning
Washing walls
Deep cleaning
Babysitting
Polishing silver
Cooking

7)PERSONAL SKILLS
Passionate
Focused
Hard working
Commitment

8)CONTACT

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