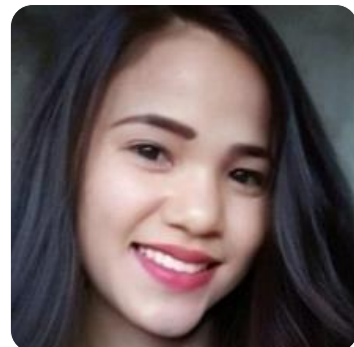


Leny

Housekeeper



Personal Information

Birthdate	1988
Zodiac sign	Leo
Nationality	— Philippines
Marital status, own children	Single, no children
Place of Birth	Philippines
Location	UAE, Dubai
Driving License	No
Have a car	No
Sports	— Outdoor activities
Areas of interests	— Healthy lifestyle
About myself	<p>Ability to work with minimal supervision</p> <p>Discretion and understanding the need for confidentiality</p> <p>Keep honest and clean records</p> <p>Good manner of approach towards people</p> <p>Patient with people of all character</p> <p>Ability to work as a team</p> <p>Self-motivated, enthusiastic and result oriented</p> <p>Physically fit and quick to learn and adapt.</p>

Education

2006 - 2010	Bachelor in Education , Philippines
2011 - 2013	Hotel and Restaurant Management , Philippines

Working experience

March 2022 – until now – working in another sphere

January 2019 - February 2022

UAE, Dubai

Housekeeper Supervisor

HMZ CLEANING COMPANY TECHNICAL SERVICES

My role includes

- Establishment of cleaning standards and procedures for workers and ensure adherence to the standards and procedures
- Coaching and developing employees(cleaners)
- Scheduling and assigning specific duties/roles to cleaners and also ensuring that they are carried out expertly
- Inspection of cleaning equipment on a regular basis so as to know when they are worn-out and also request for replacement

2017 - 2018

Dubai

Housekeeper Supervisor

TOP 1 CLEANING COMPANY TECHNICAL SERVICES

My role includes

- Establishment of cleaning standards and procedures for workers and ensure adherence to these standards and procedures
- Coaching and developing employees(cleaners)
- Scheduling and assigning specific duties/roles to cleaners and also ensuring that they are carried out expertly
- Inspection of cleaning equipment on a regular basis so as to know when they are worn-out and also request for replacement

2014 - 2017

Kuwait

Nanny/Housekeeper

Family

My role includes

- Assists residents with activities of daily living, including bathing, dressing, grooming, toileting, transferring and getting to and from activities and meals according to the individual service plan.
- Allows and encourages residents to do as much of their own care as possible.
- Serves meals to residents in the dining room or apartments and may assist in preparing meals following preplanned menus.

	– Encourages residents to eat a proper diet and take adequate fluids while respecting the resident's right to free choice and records and reports changes in resident's eating habits to the supervisor.
Reason for leaving	Moved to another country

Health

Smoker	No
Epileptic	No
Diabetic	No
Colour blind	No
Dyslexic	No
Vegetarian	No
Have you had a medical exam within the last 6 months?	Yes
Allergies	No

Additional information

Personal characteristics	Responsible, punctual, reliable, active, positive, qualified, experienced, loyal, patient, easygoing
Key skills	A positive role model. Ability to adapt to all kind of situations quickly. Ability to work under pressure or stressful conditions. Ability to work using your own initiative, taking on extra responsibility. Excellent communication and people skills at all levels
English	B1 - Intermediate
ID	26319

Excellent references available on request