

RESUME

**OKPIAVBE LOVETH
OVBOKHAN**



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PERSONAL INFORMATION

Date of Birth: 06, 06, 1996
Nationality: NIGERIAN
Marital status: Single

Interests and Hobbies

- Traveling
- Reading
- Socializing

OBJECTIVE: Housekeeping

I am reliable, well organized with high integrity. Attention to details and able to learn new systems fast, work under pressure, can work on my own as well as a team. To contribute effectively to your organization through application of my skills and capabilities, develop my career in a challenging environment and discover my capability and potential in real world.

PERSONAL SKILLS

- Ambitions and ability to attain goals and objectives
- Hard working focused and responsible with good organization ability
- Fast learner and able to adapt to any environment within a short duration
- Good listening, neat and accurate.
- Excellent communication skills

LANGUAGE SKILLS

- English: fluent
- Writing: fluent
- Speaking fluent

KEY SKILLS

- Computer -Microsoft word and excel
- Team work skills
- Sabre travel and network skills

WORK EXPERIENCE

Osifocare Lagos
Designation: housekeeping
Duration: 4 years

- Dusting and polishing furniture and fixtures
- Cleaning and sanitizing toilets, showers/bathtubs, countertops, and sinks
- Maintaining a clean and sanitary kitchen area
- Making beds and changing linens
- Washing windows
- Vacuuming and cleaning carpets and rugs
- Sweeping/vacuuming, polishing, and mopping hard floors
- Sorting, washing, loading, and unloading laundry
- Ironing clothing items
- Using any cleaning equipment such as vacuums, mops, and other cleaning tools
- Keeping bathrooms stocked with clean linens, toiletries, and other supplies
- Cleaning mirrors and other glass surfaces
- Emptying trash receptacles and disposing of waste
- Steaming and cleaning draperies
- Washing blinds
- Tidying up rooms
- Monitoring cleaning supplies and ordering more as needed

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- Reporting any necessary repairs or replacements

BACKGROUND:

Secondary School Education

O' level certificate

Primary Education

Certificate of primary Education

Available Upon Request.

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