

Resume 858

Highlights of Skills

- *Over 5 years of Housekeeping and Hotel Experience*
- *Over 9 years of Production and Manufacturing Experience*
- Knowledge of Commercial food production and material production
- Dependable and reliable worker
- Team player but able to complete tasks independently
- Detail oriented and accurately follows procedures

EXPERIENCE:

Butcher Shop

April 2023 – January 2024

Tops Friendly Markets, Niagara Falls, NY

- Prepared and placed meat cuts and products in display counter to appear attractive and catch the shopper's eye.
- Wrapped, weighed, labeled, and priced cuts of sliced meats.
- Cleaned and sanitized equipment used in the meat department used to slice lunchmeats.
- Stored food in designated containers and storage areas to prevent spoilage.

Head of Housekeeping

May 2018-Oct 2022

Kalika Hotel, Niagara Falls, NY

- Assign duties to other staff and give instructions regarding work methods and routines
- Carry linens, towels, toilet items, and cleaning supplies, using wheeled carts
- Disinfect equipment and supplies, using germicides or steam-operated sterilizers
- Clean rooms, hallways, lobbies, lounges, restrooms, corridors, elevators, stairways, locker rooms, and other work areas so that health standards are met
- Empty wastebaskets, empty and clean ashtrays, and transport other trash and waste to disposal areas
- Observe precautions required to protect hotel and guest property and report damage, theft, and found articles to supervisors
- Replenish supplies, such as drinking glasses, linens, writing supplies, and bathroom items
- Clean rugs, carpets, upholstered furniture, and draperies, using vacuum cleaners and shampooers
- Dust and polish furniture and equipment
- Keep storage areas and carts well-stocked, clean, and tidy
- Wash windows, walls, ceilings, and woodwork, waxing and polishing as necessary
- Sweep, scrub, wax, or polish floors, using brooms, mops, or powered scrubbing and waxing machines
- Move and arrange furniture and turn mattresses
- Hang draperies and dust window blinds
- Sort clothing and other articles, load washing machines, and iron and fold dried items
- Complete minor repairs to equipment such as vacuums and request repair services and wait for repair workers to arrive for more involved repairs
- Sort, count, and mark clean linens and store them in linen closets
- Remove debris from driveways, garages, and swimming pool areas

Store Associate

Nov 2016- Nov 2017

Family Dollar, Niagara Falls, NY

- Unload delivery trucks and receive, open, unpack and issue sales floor merchandise
- Answer customers' questions about merchandise and advise customers on merchandise selection.
- Stamp, attach, or change price tags on merchandise, referring to price list
- Stock shelves, racks, cases, bins, and tables with new or transferred merchandise
- Itemize and total customer merchandise selection at checkout counter, using cash register, and accept cash or charge card for purchases, make correct change when needed
- Transport packages to customers' vehicles
- Clean display cases, shelves, and aisles
- Design and set up advertising signs and displays of merchandise on shelves, counters, or tables to attract customers and promote sales.
- Pack customer purchases in bags or cartons

Breakfast Attendant

May 2016- Nov 2016

Econo Lodge, Niagara Falls, NY

- Scrub and polish counters, steam tables, and other equipment, and clean glasses, dishes, and fountain equipment
- Perform cleaning duties such as sweeping, mopping, and washing dishes, to keep equipment and facilities sanitary
- Cook food or prepare food items, such as eggs, pastries and other breakfast items using standard formulas or following directions and replenish as needed
- Fill drink containers with requested beverages such as coffee, juices and tea and replenish as needed
- Set up dining areas for meals and clear them following meals

Concrete Laborer (Temporary)

2015

Remedy Staffing, Tonawanda, NY

Customer Curbing of WNY- general laborer for installing concrete curbs in residential settings

- Select colors and designs based on customer selections and mix materials according to specifications
- Assist with the installation, placement and cleanup of curbing and rubber flooring
- Operate power tools and hand tools such as cement mixers, form setters, trowels, etc.

Production Worker (Temporary)

2014

Remedy Staffing, Tonawanda, NY

KATZ- packaging beverage coasters for shipment

- Count, sort and separate all finished coasters, send to wrapping machine for plastic wrap for shipment and then package in shipment containers, label boxes for shipment and ensure accuracy
- Set up and verify the functionality of safety equipment
- Inspect finished products for quality and adherence to customer specifications
- Set up and operate production equipment in accordance with current good manufacturing practices and standard operating procedures
- Start up and shut down processing equipment
- Prepare and assemble materials
- Keep manufacturing production logs
- Maintain inventory of job materials
- Clean production equipment or work areas and properly discard excess materials

Production Worker

2011

Confer Plastics, North Tonawanda, NY

- Load and unload items from machines, conveyors, and conveyances
- Operate machinery used in the production process, or assist machine operators
- Place products in equipment or on work surfaces for further processing, inspecting, or wrapping
- Examine products to verify conformance to quality standards
- Start machines or equipment to begin production processes
- Remove products, machine attachments, or waste material from machines
- Lift raw materials, finished products, and packed items, manually or using hoists
- Transfer finished products, raw materials, tools, or equipment between storage and work areas of plants and warehouses, by hand or using hand trucks or powered lift trucks
- Pack and store materials and products
- Count finished products to determine if product orders are complete
- Separate products according to weight, grade, size, or composition of materials used to produce them
- Record information, such as the number of products tested, meter readings, or dates and times of product production
- Clean and lubricate equipment, prepare raw materials for processing
- Wash work areas, machines, equipment, vehicles, or products
- Cut or break flashing from materials or products

Food Production Worker

2010

Lidestri Foods, Rochester, NY

Assisted in the manufacturing of

- Unpackaged raw vegetables and prepared for cooking, filled large industrial kettles, monitored cooking process and then emptied and transported cooked products to fulfillment areas then labeled and packaged finished products for shipment
- Adhere to strict food safety guidelines and ensure process was in accordance with all food handling laws and policies
- Transfer hazardous or nonhazardous waste materials to collection areas for disposal, recycling, or reuse