

Selena Ramirez

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Profile

A diligent and certified mid-level cleaner with an associate degree in building maintenance and extensive experience in the construction and maintenance industry. Proven track record in performing deep cleaning tasks, maintaining cleaning equipment, and managing inventory, resulting in improved client satisfaction and cost reduction. Recognized for time management skills and physical stamina, committed to maintaining high cleanliness and efficiency standards.

Education

Associate Degree in Building Maintenance **May 2018**

NEW YORK TRADE SCHOOL, New York, NY

Certificate in Professional Cleaning **June 2017**

THE BRITISH INSTITUTE OF CLEANING SCIENCE, London, U.K.

Key Skills

- Deep cleaning procedures
- Equipment maintenance
- Inventory management

Professional Experience

Senior Cleaner, Bechtel Group Inc., New York, NY **June 2018 to present**

- Deep-cleaned over 100 commercial spaces, including carpets, windows, and bathrooms, improving overall client satisfaction by 30%
- Maintained and repaired cleaning equipment, reducing equipment downtime by 20%
- Managed inventory of cleaning supplies, ensuring 100% availability for all cleaning tasks and reducing supply costs by 15%

Cleaning Technician, Vinci SA, London, U.K. **July 2017 to May 2018**

- Performed professional cleaning tasks in various settings, including offices, schools, and hospitals
- Assisted in maintaining cleaning equipment, contributing to a 10% decrease in equipment malfunctions
- Participated in inventory management, helping to maintain an adequate stock of cleaning supplies and contributing to a 5% reduction in supply shortages

Professional Development

- CEH, International Executive Housekeepers Association
- Certified Master Housekeeper (CMH), International Executive Housekeepers Association
- Cleaning Management Institute Certification (CMI), Cleaning Management Institute