

EMILY
CARTER

HOUSEKEEPER

CONTACT

-  0412 345 678
-  emily.carter@email.com
-  45 Greenhill Rd, Wynnum, QLD
-  Driver's Licence
-  Working Holiday Visa (417)

CERTIFICATIONS

- Housekeeping Certificate — NSW, 2023
- WHS (Work Health & Safety) Training — NSW, 2023
- First Aid & CPR Certificate — NSW, 2023
- Manual Handling Training — NSW, 2023

SKILLS

- Room & public area cleaning
- Laundry & linen management
- Time management & efficiency
- Guest & staff communication
- Safe handling of cleaning products
- Strong attention to detail
- Inventory management

LANGUAGES

- English: Native
- Spanish: Conversational

REFERENCES

- Philip Dawson

Manager, Ocean Breeze Resort

0456 789 123
- Sarah Collins

Hotel Supervisor, The Riverside Hotel (UK)

+44 7700 900 123

PROFILE

Dedicated housekeeper with 5 years of experience in hospitality and residential cleaning. Skilled in maintaining cleanliness, organising spaces and managing laundry across both hotel and private household settings, ensuring guest satisfaction and high hygiene standards. Strong attention to detail and a reliable team player. Available to start immediately.

WORK EXPERIENCE

Housekeeper

Jan 2025 – Present

Ocean Breeze Resort — Brisbane, QLD

- Cleaned and organised guest rooms, ensuring all areas were sanitised and stocked with amenities.
- Managed laundry services, including washing, folding and organising linens for guest use.
- Sanitised bathrooms to maintain high hygiene standards.
- Provided excellent customer service by responding to guest requests and special accommodations.
- Maintained a detailed inventory of cleaning supplies and requested reorders as needed.

Cleaner

Mar 2024 – Dec 2024

Sydney Grand Hotel — Sydney, NSW

- Performed general cleaning duties across residential and commercial properties.
- Cleaned and sanitised bathrooms, kitchens and common areas to meet hygiene standards.
- Managed cleaning supplies and restocked inventory when necessary.
- Assisted with deep-cleaning projects, including window and carpet cleaning.

Housekeeper

Jun 2022 – Feb 2024

The Grand Hotel — Brighton, UK

- Prepared rooms for guest arrivals, ensuring every room was immaculate and welcoming.
- Maintained high cleanliness standards in public areas such as lobbies, hallways and dining rooms.
- Assisted in laundry management, sorting and ironing linens.
- Worked collaboratively with the housekeeping team to meet daily room quotas.

Residential Cleaner

2019 – 2022

Private Households — London, UK

- Delivered cleaning services for private homes, including dusting, vacuuming and maintaining living areas.
- Cleaned kitchens and bathrooms, ensuring appliances and fixtures were sanitised.
- Worked independently to a customised cleaning checklist to meet client preferences.

EDUCATION

Housekeeping Training Program

2022

Sydney Hospitality Institute

A-Levels (Hospitality & Tourism)

2017

Brighton College — UK