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| **Maya Aleksandrova Sasheva** | 4 Sutherland Avenue  HAYES, LONDON UB3 4PN  EMAIL : [maya.maya7583@yahoo.co.uk](mailto:maya.maya7583@yahoo.co.uk) |

**PERSONAL PROFILE**  
A hard working, self-motivated and confident individual with skills and experiences of working in various sectors. Able to work well in a team environment in harmony as well as on own initiative. Communicative and proficient in dealing with customers to provide a good service to satisfy their expectations as well as to achieve the targets.

**KEY QUALIFICATIONS**  
• Over 1 year work experience as a cleaner  
• Highly skilled in performing general cleaning and manual labour tasks  
• In-depth knowledge of special types of cleaning tools  
• Proven record of working with chemicals and dangerous materials  
• Able to perform accurate and safe work  
• Demonstrated ability of prioritizing, organizing and following through on different work tasks  
• Thorough understanding and capability to follow oral and written instructions

**CLEANING SKILLS**  
• Cleaning methods and techniques  
• Materials and equipment used in cleaning  
• Operation of various cleaning equipment  
• Safety policies and procedures

**WORK EXPERIENCE**  
Jan 2011  
J D Wetherspoon plc – Italy  
**Cleaner**  
• Empty, clean all waste containers  
• Hand dust and wipe clean all workplace furnishings, files, fittings, paneling and window sills  
• Damp wipe and buff all glass furniture  
• Remove waste paper and garbage from the building to designated area  
• Empty and clean ash trays  
• Clean and buff tile floor services  
• Remove all finger marks and stains from vertical surfaces  
• Vacuum all rugs and carpeted areas

**Junior Server**

**Victoria Restaurant 2012 (Bulgaria)**

• Greeted patrons and answered questions regarding the menu  
• Took orders from customers  
• Helped kitchen staff in food and salad preparation  
• Removed plates and cleaned tables  
• Cleaned restaurant’s premises before starting and after closing  
• Counted and received the bill of food and beverages and took payment from the patrons  
• Gave change when required

Swept and dusted mop floors.

**Cleaner**

**1st Guard Ltd 2014 UK**  
• Swept all private stairways and vacuumed carpeted floors  
• Polished stairwells and damp mop spillage  
• Wipe cleaned and polished all hardware fixtures  
• Washed, cleaned and disinfected water coolers  
• Cleaned entry door glass inside and outside

**EDUCATION**  
High School Diploma – 2007

**REFERENCES**  
Available on request