

Josefina Reyna De Martinez
173 Oakland Ave San Jose, CA 95116
rey23na@yahoo.com – (669)294-0151

To utilize my knowledge and experience to obtain a job in the housekeeping industry.

Stanford Housekeeping

Power Personnel - Stanford, CA - March 2016 to Present

- Discharge rooms policing high dust cleaning patient rooms cleaning insulations rooms follow protocol hospital
- Proven record of maintaining the cleanliness and sanitary condition of assigned hospital areas
- Understanding of collecting and transporting hazardous waste
- Providing a clean and positive environment for the residents, visitors and employees

Jaliscos Restaurant

Counter server/ Cashier - San Jose, CA - August 2015 to December 2015

- Excellent in understanding the basic sanitation requirements regarding to food handling, personal hygiene, sanitation and equipment safety
- Attended to customers in a timely and efficient manner
- Provided excellent service to maintain efficiency and ensure the customers left satisfied

Scale House Operator

Republic services - Milpitas, CA - September 1992 to January 2013

- Kept track of dumping trash within the facility
- Inspect loads and query drivers as required.
- Enter load information and customer/truck information into computer and operate computerized truck scale to determine weight of load.
- Operate computer to process proper charges to be assigned for each load, and generate charge ticket on printer

Education

- High School Diploma- Esc. Secundario Technology Class of 1984
- Academia De Comercio Secretary 1984-1986

Additional Skills

- Fluent in Spanish
- Word processing programs
- Strong Work Ethic