

Interview 3/7  
@ 9am

Brianna Proctor

1504 Lexington Ct

816-469-7926

Brianna.proctor87@gmail.com

## EXPERIENCE

Garden Valley Manor and Rehabilitation Center

11/2011-10/2012

Housekeeper

- Operates various mechanized cleaning equipment, such as vacuums, polishers, buffers, etc
- Maintain facility in a sanitary and infection-free condition
- Responsible for disposal of trash, waste, and other disposable materials
- Comply with all regulations such as OSHA, EPA, State Health Department
- Wet mop floors in all residents' rooms and bathrooms daily
- Clean wash basins, mirrors, commodes, tubs, and showers daily
- Check all vacant rooms daily to keep fresh
- Clean all air vents
- Report any needed repairs immediately to supervisor
- Completely strip and recoat all floor areas when necessary and as scheduled
- Check entire area for spills, water, etc. periodically, especially

in residents' bathrooms

- Follow instructions on use of germicidal solutions to clean
- Use safety precautions in all housekeeping services

Arthur Bryant's 12/2009-09/2010

Cashier

Money handling, order taking

ABX Air Inc 3/2007-1/2009

Package Handler

- Load and unload packages and parcels
- Receive direction from supervisor and complete task thoroughly in given time frame
- Follow set forth policies and procedures to make sure all packages remain intact and unharmed
- Keep records of all completed jobs
- Report any and all cargo discrepancies to supervisor

(2013 I was in school)

American Eagle distribution (seasonal)

11/2014-12/2014

Order picking and filling

Kansas City Public School

08/2015-12/2015

Food server Served and helped prepare food for the middle school kids

Gates BBQ

06/2016-08/2016

Cashier

Money handling

Pizza Hut

08/2016-10/2016

Cashier

Money handling

References available upon request

---

