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Jobsnow 8/1

House Keeping
Dish Prep
Full/Part

ARTHURINE BOSLEY

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EDUCATION

General Education Diploma

May

1998

Dewitt Anderson High School
Santa Cruz, CA

Culinary Certificate

March

2012

Episcopal Community Services
San Francisco, CA

WORK EXPERIENCE

Desk Clerk

May 2006-May

2007

Huntington Hotel, Los Angeles, CA

- Delivered prompt, courteous service to guests by using teamwork and excellent interpersonal skills
- Responsible for coordinating services for 250 rooms

Chef — Prep

April 2012- October

2012 Rafael House, San Francisco, CA

- Prepared food for lead chef and cooked along-side lead chef
- Provided exceptional service for homeless families

Lead Chef

October 2012- October

2013

Catholic Charity CYO Star Community Home, San Francisco, CA

- Supervised and developed current and new employees to ensure quality, safety, and consistency
- Responsible for coordinating food and beverage inventory
- Organized invoices
- Provided frequent feedback and performance evaluations to team

Moffat House, Bed & Breakfast

August 2013- September

2014

San Francisco, CA

- Cleaned and serviced suites and rooms
- Washed and folded linen
- Served tables and provided excellent customer service

Houseman/Inspectress

Sep. 2013-

Nov. 2015

Hilton Garden Inn, South San Francisco, CA

8 Dish

- Inspect rooms in a timely manner, ensuring the housekeepers cleaned rooms to brand standards
- Clean and ensure public areas met brand standards
- Stock linen closets with linen and supplies
- Assist with food and beverage inventory

In Home Care

Nov. 2015- Present

Homebridge, San Francisco, CA

- Clean up and care for elderly clients as well as paraplegic clients
- Run errands as needed for clients
- Attend appointments with clients to ensure safe transport

Rinse, Delivery Service

San Francisco, CA

- Pick up items by client order via the Rinse app from warehouse
- Pack vehicle with customer items
- Deliver customer clothing items to their home(s)