

# Maria Ozuna

San Diego, CA 92114

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Authorized to work in the US for any employer

## Work Experience

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### **Night Porter**

Enviroment Control - San Diego, CA

January 2019 to June 2021

clean bathrooms  
vacuum/sweep floors  
take out trash  
clean desks and disinfect computers

### **Housekeeper**

Bay Inn & Suites

May 2013 to November 2014

- Clean Room
- Made bed
- Put towels, soap, toilet paper in rooms
- Vacuumed the floors
- Cleaned bathrooms
- Put curtains in the bathrooms
- Cleaned microwave and fridge

### **Homemaker**

Garcia Company - San Diego, CA

January 1983 to May 2011

- Oversee all household activities assuring a timely completion of all tasks.
- Provide leadership and good example of the utmost in a professional service standards
- Develop shopping lists for household requirements including cleaning, maintenance, linens, kitchen, food and entertainment
- Laundry: Wash, press, fold, and put away
- Perform all household cleaning requirements including dusting, cleaning counters, sweeping/mopping floors, cleaning dishes, among other things
- Make and keep appointments for all household members

Merchants Building Maintenance August 20, 2012-October 20, 2012

Cleaning Crew San Diego

- Clean Bathrooms
- Take out trash
- Mop and sweep

- Cleaned offices
- Vacuumed floors

## Education

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### **High school or equivalent in General Studies**

Nicholas Bravo High School - Guerrero Mexico

## Skills

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- Coordination Respectful Ability to work independently Time management Friendly Energetic Honest Reading Comprehension
- Speaking
- Time Management
- Judgment and Decision Making
- Active Learning
- hard working
- Spanish
- Basic Math
- Experience with Children
- Kitchen Experience
- Cleaning
- Housekeeping
- Porter experience
- Custodial experience

## Assessments

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### **Work style: Reliability — Highly Proficient**

January 2020

Tendency to be dependable and come to work

Full results: [Highly Proficient](#)

### **Work style: Conscientiousness — Proficient**

December 2019

Tendency to be well-organized, rule-abiding, and hard-working.

Full results: [Proficient](#)

Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field.