

# Anna Kowalski

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## PROFESSIONAL SUMMARY

Reliable and detail-oriented cleaner seeking commercial, office or domestic cleaning work. Thorough and trustworthy, with a good understanding of safe chemical handling and the ability to work independently or in a team. Punctual and flexible with early-morning, evening and weekend shifts.

## KEY SKILLS

- Commercial and domestic cleaning
- Safe chemical handling (following SDS)
- Vacuuming, mopping and floor care
- Sanitising bathrooms and kitchens
- Waste removal and recycling
- Attention to detail and high standards
- Working independently and unsupervised
- Reliability, honesty and time management

## EDUCATION

**Year 12** 2022  
*Secondary school example, VIC*  
Completed.

## WORK EXPERIENCE

**Commercial Cleaner (Casual)** 2024 – 2025  
*XXXX Cleaning Services, Melbourne, VIC*

- Cleaned offices and common areas to a high standard after hours
- Followed safe chemical handling and used the correct products
- Worked independently and completed all areas within set times

**Housekeeping Assistant (Casual)** 2023 – 2024  
*XXXX Hotel, Melbourne, VIC*

- Serviced guest rooms, including beds, bathrooms and floors
- Restocked supplies and reported maintenance issues
- Maintained a tidy, well-presented environment

## LICENCES & CERTIFICATIONS

- National Police Check (current)
- Driver's licence (Full)
- Manual handling training

## REFEREES

Referees available on request.