



Greensboro, NC 12345



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KEY SKILLS

- Short-term rental turnovers
- Turno and Hospitable apps
- Checklist-based cleaning
- Kitchen and bathroom sanitation
- Linen changeovers and bed making
- Vacuuming and hard-floor care
- Damage and inventory reporting
- Reliable transportation
- Time management on tight windows

Susan Moore

Housekeeping

Reliable cleaner with 1 year of experience in residential and short-term rental turnovers. Comfortable working alone, sticking to checklists, and getting properties guest-ready on tight same-day windows.

PROFESSIONAL EXPERIENCE

TURNOVER CLEANER

BRIGHTKEY VACATION RENTALS, GREENSBORO, NC | 2024 – PRESENT

- Complete 4-5 same-day Airbnb turnovers per shift within the 11 a.m. to 4 p.m. window between guests.
- Follow a 38-point checklist covering kitchen sanitation, linen swaps, and amenity restock for each unit.
- Photograph each completed room and upload through Turno so owners can confirm condition before check-in.
- Report damage and missing items the same day, helping owners file claims before the next reservation.

HOUSE CLEANER (PART-TIME)

POLISHED PATH HOME CLEANING, GREENSBORO, NC | 2023 – 2024

- Cleaned 3 to 4 homes per day on routes covering Summerfield and Oak Ridge neighborhoods.
- Used color-coded microfiber system to prevent cross-contamination between bathrooms and kitchens.
- Maintained a 4.8 star average across 62 customer reviews on the company app.

EDUCATION

High School Diploma, Northeast Guilford High School, 2023

Bloodborne Pathogens Training, Red Cross, 2024