

ADEYEMO ELIZABETH EBUNOLUWA

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CAREER OBJECTIVE

Detail-oriented and experienced nanny and housekeeper with a proven track record of delivering quality childcare and efficient household support over four years. Seeking to contribute strong organizational skills, reliability, and a nurturing approach to a reputable household or within the hospitality industry.

PERSONAL DETAILS

Date of Birth: March 10, 2001
Gender: Female
Marital Status: Single
State of Origin: Ogun State
Local Government Area: Ewekoro LGA
Nationality: Nigerian
Languages: English and Yoruba

SKILLS AND COMPETENCIES

- Ability to work effectively under pressure with minimal supervision
- Strong willingness to learn and grow professionally
- Highly proactive and energetic
- Excellent interpersonal and communication skills
- Goal-oriented with a strong focus on performance

EDUCATION

- Community Nursery & Primary School, Ogun State
First School Leaving Certificate – 2012
- Ajogbo Secondary School, Ogun State
Senior Secondary School Certificate – 2018

WORK EXPERIENCE

Housekeeper
Private Residence (HRM Ifafunwa Onikoyi)
2019 – 2021

Duties:

- Cleaned and maintained all areas of the home
- Handled laundry, ironing, and proper storage of clothes
- Kept the kitchen and appliances clean and organized
- Cleaned bathrooms and changed bed linens regularly
- Monitored and restocked household supplies
- Managed waste disposal and ensured a tidy environment

Nanny

Private Residence (HRM Ifafunwa Onikoyi)

2021 – 2024

Duties:

- Provided attentive childcare, ensuring children's safety and well-being at all times
- Planned and engaged in age-appropriate educational and recreational activities
- Prepared nutritious meals and assisted with feeding routines
- Maintained children's hygiene, including bathing and dressing
- Supported daily routines such as school runs, homework, and bedtime

Receptionist

Capriconian Hotel and Suites

April 2024 – 2026

Duties:

- Greeted and attended to visitors, ensuring a welcoming environment
- Answered and directed phone calls appropriately
- Managed incoming and outgoing mail and deliveries
- Maintained a clean and organized front desk area

HOBBIES

Reading, Listening to music.

REFEREES

Available on request