

# Elsie Kealoha

## **Safety and sales customer service representative**

Waianae, HI 96792

[elsekealoha@yahoo.com](mailto:elsekealoha@yahoo.com)

+1 808 228 2712

Highly motivated responsible safety and sales associate and assistant with 14 years experience of hospitality and customer service.

Willing to relocate: Anywhere

Authorized to work in the US for any employer

## Work Experience

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### **Housekeeping**

Touchstone Properties, Ltd. - Honolulu, HI

February 2022 to Present

Clean wash houses on property

Clean pathways of trash and or debris

Cleans pool area bathrooms empty all trash bins around property assigned to

Cleans feces off grounds, floors, stairways, pathways, and walls of buildings

Scrubs concretes and asphalt parking lots of discolorations, imperfections and feces

Cleans bbq grills

Cleans unit stairs of buildings tenants reside in

### **Director**

Aloha Stadium - Honolulu, HI

October 2019 to Present

Director and parking attendant for the Aloha stadium

Controls the flow of traffic throughout the stadium. Efficient in appointing directions

Customer service guaranteed

### **Safety and sales**

NorthStar Memorial Group - Kaneohe, HI

June 2007 to May 2021

Greeter

Customer service and hospitality

Provides directions to families visitors vendors

Monitors entrance and exit of all to deter theft and maintain security of premises

Serves as cashier for temple visitors

Assist in selling flowers and merchandise to family's and visitors

### **Security Officer**

Lions' Gate Security Agency - Waianae, HI

January 2020 to July 2020

My duties as a security guard was to greet public and residents log in times, dates, car plates and residents names

Patrol entire property

### **Security Guard**

PROSERVICE - Kapolei, HI

January 2018 to August 2019

My positions were greeter dispatcher security guard

My accomplishments are top notch customer service. Assessing and digressing situations as quickly and safely as possible.

## Education

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### **High school or equivalent**

Waianae High School - Waianae, HI

June 2000 to May 2004

## Skills

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- Excel
- Inventory
- Microsoft Word
- Receptionist
- Security
- Time Management
- Training
- Word
- Customer Service
- Microsoft Office
- Organizational Skills
- Maintenance
- Strategic Planning
- Marketing
- Powerpoint
- retail sales
- budget
- Landscape maintenance
- Surveillance
- Management
- Strong work ethic (10+ years)
- Typing

- Strong customer service. Communication. Work ethic. Morale. Speech efficient. Problem solver. Organizer. Fundraiser. Adaptability. Decision making. Landscape. Housekeeping. Security. (10+ years)

## Certifications and Licenses

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### **Initial security guard 8-Hour training**

October 2019 to Present

Guard training certified

## Assessments

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### **Security Guard Skills — Highly Proficient**

June 2019

Assessing risks, enforcing security standards, and handling complaints.

Full results: [Highly Proficient](#)

### **First Aid — Familiar**

June 2019

Measures a candidate's ability to identify treatments for common medical emergencies.

Full results: [Familiar](#)

### **Attention to Detail: Inventory — Proficient**

October 2019

Measures a candidate's ability to apply systematic processes for managing and storing products and merchandise.

Full results: [Proficient](#)

### **Attention to Detail — Proficient**

October 2019

Identifying differences in materials, following instructions, and detecting details among distracting information.

Full results: [Proficient](#)

### **Organizational Skills — Proficient**

June 2019

Arranging and managing information or materials using a set of rules.

Full results: [Proficient](#)

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

## Additional Information

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Accomplished 14 years with experience in safety and sales. My customer service and hospitality service is rated top notch. I am a people person. I'm outspoken at times but will listen learn assess

then adapt in all situations. With my 14 years of employment with my most previous employer I've made a lot of money for the company by excellent customer service skills and compassion for people and families in need. I've persuaded countless people to purchase property and merchandise because of friendly and respectable demeanor. I've dedicated my time and efforts traveling from makaha to Kaneohe 4 to 5 days a week working 10-12 hr shifts. I'm efficient in speech and communication. I can lead and I can follow. I can work alone or with my team. Any task that's given I will complete