



ALLEN JOY MACALMA

PROFESSIONAL EXPERIENCE

Dedicated and experienced Domestic Helper with ten years of experience providing exceptional household assistance. Skilled in childcare, household management, and safety training. Seeking a Domestic Worker position to contribute my expertise in maintaining a clean, safe, and organized home environment.

WORK EXPERIENCE

DOMESTIC HELPER

Tsang Ching - Kowloon, Hong Kong

April 18, 2016 - present

- Family of 4 members
- Provided full-time childcare and household assistance for two children current age 20 and 15 years old (were only 9 and 5 years upon arrival).
- Managed household chores, including cleaning, laundry, grocery shopping, and meal preparation.
- Assisted in schoolwork and extracurricular activities.
- Ensured a safety and nurturing environment for the children.
- Trained in emergency response and first aid to ensure household safety.

REASON OF LEAVING :

- They no longer need my service because the children I used to look after have grown up.

TRAINING CERTIFICATIONS

- Certificate of Achievement - Completed two Years Program of Empower - U (University of Hong Kong)(July 2018 - December 2020)
- National Services II in Household Services (2016)
- Press to Shock - Save a Life (Public Access Defibrillation Course, 2018)
- Hong Kong Fire Safety Ambassador (2018)

REFERENCES

Meg Tsang

Employer

PERSONAL DETAILS

Birthdate : October 23, 1989
Age : 36
Gender : Female
Civil Status : Married
Height : 165 cm
Weight : 49 kg
Nationality : Filipino
Language : English & Tagalog

EDUCATION

TERTIARY :

Mariano Marcos State University
BSBA- Marketing Management
2007 - 2009 (undergraduate)

SECONDARY :

Paoay Lake National High School
2002 - 2006

SKILLS

- Housekeeping
- Cleaning and Cooking
- Bar Attendant
- Time Management
- Multi-tasking Skills
- Communication Skills
- Childcare / Elderly Care