

KEITH BROOKS

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PROFESSIONAL SUMMARY:

Seasoned warehouse/dock worker with more than 6 years of experience in fast-paced warehouse Environment. Excellent people and warehousing skills. Track record of achieving exceptional results in time management and warehouse inventory projects.

SKILLS:

- English Language
- Active Listening
- Reading Comprehension
- Coordination
- Transportation
- Judgment and Decision Making
- Operation and Control
- Critical Thinking
- Mathematics
- Speaking
- Customer and Personal Service
- Time Management
- Social Perceptiveness
- Production and Processing

EXPERIENCE:

Dock worker *Oct 2016 -Apr 2017*
xpo logistics *Henderson, CO*

- Move freight, stock, or other materials to and from storage or production areas, loading docks, delivery vehicles, ships, or containers, by hand or using trucks, tractors, or other equipment.
- Assemble product containers or crates, using hand tools and precut lumber.

non-profit *Nov 2013 -Sep 2016*
second chances *Littleton, CO*

Pick up and delivered donated furniture. Helped clear out senior homes for opening space. Driver, driver aid. Customer service. Cash and credit card handling. Cash register experience

warehouse worker *Apr 2015 -Aug 2015*
capstone logistics *Aurora, CO*

- Receive and count stock items, and record data manually or using computer.
- Dispose of damaged or defective items, or return them to vendors.
- Provide assistance or direction to other stockroom, warehouse, or storage yard workers.
- Clean and maintain supplies, tools, equipment, and storage areas in order to ensure compliance with safety regulations.

warehouse worker

May 2008 -Mar 2012

Menards warehouse

Madison, WI

- Pack and unpack items to be stocked on shelves in stockrooms, warehouses, or storage yards.
- Verify inventory computations by comparing them to physical counts of stock, and investigate discrepancies or adjust errors.

EDUCATION:

GED : general

Feb 2001

East High School

Madison, WI