

Latasha Brown

Rocky Mount, NC 27801

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Professional Summary

I am a very hard worker who takes her work seriously, I am a quick learner who will go above and beyond for her job. I go to work with the mind set of getting the job done. I love staying busy and being a team player. I enjoy working with others and very easy to get along with.

Willing to relocate: Anywhere

Authorized to work in the US for any employer

Work Experience

Customer Service

Seven eleven 7 11-Rocky Mount, NC

April 2024 to Present

Greet customers, operate cash register, complete store task, cook necessary food, and keep documents of each task completed. I recently became an assistant manager on my job.

Inventory/Forklift Operator

McLane Company-Battleboro, NC

February 2022 to February 2024

Worked throughout the warehouse counting inventory of products, checking for expired products, searching for missing products. Also I operated the forklift in trashing products, returning back to vendor, loaded trucks, trashed expired products, stored product in special area until delivery date.

Packer

QVC Distribution Center-Rocky Mount, NC

October 2020 to December 2021

Pack products into labeled boxes and send down the line for shipping. Clean work area also, maintain basic computer skills to keep up work related issues. Used RF Scanner in some departments to match up order that goes in tote or packaged up for delivery.

Breakfast Attendent

Hyatt-Raleigh, NC

February 2019 to March 2020

Prepare breakfast for guest. Monitor the food area to make sure food stayed stocked. Washed dishes, prep food for next day, keep kitchen clean also eating area. Make sure the grab and go stay with fresh food. Prepare to go orders when guest desire.

Personal Care Aide (PCA)

Carillon Assisted Living-Knightdale, NC

January 2018 to December 2018

Helped assistant with residence needs. Assist with getting them up for the day, bathing dressing, eating, daily activities and personal needs. Helped keep rooms clean, dining room area clean, answered pagers, and getting to know the residents needs as if they was our own family.

Customer Service Representative

Speedway LLC-Sharpsburg, NC

May 2017 to November 2017

Operated cash register while assisting customers with their purchases. Cleaned store, bathroom, and outside store area. Kept store stocked with merchandise.

Housekeeping

Super 8-Rocky Mount, NC

March 2014 to October 2016

Cleaned rooms

Made beds

Vacuum

Clean toilet, sink, tub in bathroom

Dust

Mop

Made sure the rooms was in company standards to rent to next guest

Driver/Helper

Pittman Packing-Rocky Mount, NC

January 2012 to January 2014

Help set up displays with a private contact into stores. I drive a box truck filled with snacks to different stores in the area

Education

None in Information Technology

University of Phoenix-Online Campus - Phoenix, AZ

March 2014 to October 2016

High school or equivalent

North Edgecombe High - Leggett, NC

August 1992 to June 1996

Skills

- Guest Service (10+ years)
- Cleaning Experience (10+ years)
- Personal Assistant Experience (4 years)
- Kitchen Experience (2 years)
- Commercial Cleaning
- Coffee Experience (2 years)
- Laundry
- Front Desk

- Cash Handling (5 years)
- Cashiering
- Food Preparation (2 years)
- Packaging
- Food Service (2 years)
- Cooking Experience (2 years)
- RF Scanner
- Manufacturing
- Microsoft Word
- Order Picking
- Order Picker (2 years)
- Forklift
- Warehouse Experience
- Forklift
- Citrix
- Assembly
- Guest services
- Cash register
- Cooking (2 years)
- Communication skills (7 years)
- English
- Customer service
- Warehouse experience (5 years)
- Shipping & receiving
- Microsoft Office
- Microsoft Excel
- Organizational skills
- Inventory control
- Phone etiquette
- Analysis skills
- Mobile devices
- Google Docs
- Pallet Jack (2 years)
- Materials handling
- Heavy lifting
- Computer skills
- Computer skills
- Materials handling
- Time management

Certifications and Licenses

driver's license

Non-CDL Class C

November 1998 to November 2026

Pallet Jack Certification

Forklift Certification