

Keisha Brooks

Production Operator

Production Operator with 1.5 years running a nonwoven fabric line in a 3-shift plant, after 2 years of warehouse order picking. Keeps the line at rate, checks every roll against spec, drives a forklift to stage material, and uses basic computer skills and Excel to log output, scrap and downtime.



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Greenville, SC



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Experience

Production Operator

04/2025 - Present

Upstate Fiber Products

Greer, SC

Operate a carding and winding line making nonwoven fabric rolls for filter and wipe makers.

- Operated the winder and slitter on a 12-person crew, producing **140** finished rolls per shift at a 97% first-pass rate.
- Ran hourly quality checks on roll weight, width and splices, catching off-spec rolls before 3 customer orders shipped.
- Logged counts, scrap and downtime in Excel and the plant MES, giving the supervisor clean data for the morning meeting.
- Cleared fiber jams and changed slitter blades with lockout/tagout, finishing 25+ changeovers with no recordable injuries.

Order Picker

03/2023 - 03/2025

Palmetto Home Distribution

Spartanburg, SC

Picked and loaded home-goods orders in a 300,000 sq ft distribution center.

- Picked 180 order lines per shift with an RF scanner at 99.5% accuracy across 2 years on first shift.
- Drove a stand-up forklift and order picker after earning certification, moving 60+ pallets a day without damage claims.
- Counted 4 aisles in weekly cycle counts and used basic math to reconcile variances before the inventory audit.
- Trained 5 new pickers on scanner use and safe stacking, shortening their time to full rate by about a week.



Certificates

Forklift Operator Certification

07/2023

Palmetto Home Distribution

OSHA 10-Hour General Industry

06/2025

Greenville Technical College



Skills

MES

Forklift

Excel

Basic Computer Skills

Basic Math

Lockout/Tagout

Quality Checks

RF Scanner

Mechanical Aptitude

Attention to Detail



Education

High School Diploma

06/2022

J.L. Mann High School

Greenville, SC