



North Willamette Valley  
**Habitat**  
for Humanity®

**ReStore**®

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## JOB DESCRIPTION

**TODAY'S DATE:** July 18th, 2019

**POSITION:** Sales Associate

**REPORTS TO:** ReStore Manager

**SALARY RANGE:** \$12.00-\$13.50 DOE

### **POSITION PURPOSE**

This position is responsible for a variety of duties (including running the register, pricing and displaying merchandise, maintaining a safe and clean environment, leading volunteers, loading and unloading donations and purchases) for the purpose of creating a maintaining an extraordinary donor, volunteer, and shopper experience in the ReStore.

### **PRIMARY DUTIES AND RESPONSIBILITIES**

- ◆ Act as an ambassador of the ReStore while interacting with donors, shoppers and volunteers.
- ◆ Ensure cleanliness and safety of the store.
- ◆ Assist with donation screening and drop-offs.
- ◆ Maintain safety within the store and outside area and ReStore equipment.
- ◆ Provide customer service to customers, volunteers and fellow employees.
- ◆ Assist with daily loading and unloading of purchased and donated items.
- ◆ Help with processing, organizing and merchandising of donations.
- ◆ Supervise volunteers.
- ◆ Other duties as assigned.

### **REQUIREMENTS**

This individual must understand and appreciate the mission of HFH. Qualified candidates must possess strong problem-solving skills, the ability to work in a fast-paced team environment, and the ability to multi-task. This individual must be detail-oriented and able to work independently. Must be able to deal with all kinds of individuals and remain consistent in keeping a professional demeanor.

## **PHYSICAL DEMANDS**

Required to lift up to 50 pounds on a regular basis and will experience frequent bending, squatting, lifting and repetitive motion. This position will occasionally be exposed to extremes in weather (e.g., heat, cold, wind, rain, etc.).

## **EXPERIENCE**

A minimum of 2 years of related experience preferred.

## **CERTIFICATES, LICENSES AND REGISTRATIONS**

Drivers' license with good record