



Every donation. Every purchase. Helps build homes.

## ReStore Associate 1

**Date:** 2/24/2021

**Status:** Full-time / Hourly

**Reports to:** ReStore Assistant Managers

**Availability:** Mon-Sat 8:30am-5:30pm

**Performance Summary:** The ReStore is a nonprofit home improvement store and donation center that sells new and gently used furniture, appliances, building materials and more to the public at discounted prices. ReStore associates are responsible for executing the day-to-day operations of this unique retail environment. The ideal candidate is self-motivated and highly adaptable. This employee must be a team player who possesses an others-first, can-do mindset and the ability to carry out daily assignments that may change abruptly. This is an opportunity for a positive, hardworking individual who wants to apply his/her efforts to support Habitat's mission of building homes, communities and hope.

### Responsibilities:

- Execute all aspects of the daily retail operation including donation acceptance, processing/stocking merchandise, sales, POS, and loading/unloading merchandise
- Provide superior service to customers, volunteers and donors
- Adhere to and hold others accountable to safety protocol, policies and procedures
- Ensure consistent quality and cleanliness of merchandise and facility

### Key Result Areas:

- Accuracy and efficiency
- Positive attitude and superior service
- Teamwork and cooperation
- Attendance and punctuality

### Competencies:

- Able to lift up to 50 pounds, perform heavy manual tasks, stand or walk for a full work day, and be capable of performing outside duties under all weather conditions
- Strong interpersonal and problem-solving skills; self-motivated, adaptable, and detail oriented
- Able to take instruction and find answers to questions
- Effective communication, math, and language skills
- Professional attitude and appearance
- Operate/maintain iPad-based POS (cash register) with proficiency, good overall computer skills
- Able to work alongside staff/volunteers with a wide range of skills and abilities
- General knowledge of building materials and resale values are a plus



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**Physical requirements:**

- Able to lift up to 50 pounds, perform heavy manual tasks, stand or walk for a full workday, and be capable of performing outside duties under all weather conditions.
- The ability to move and handle furniture, appliances, and fixtures, which will require bending and lifting is necessary.

**Other Requirements:**

- Must be able to pass pre-hire drug screening and background check.

This job description in no way states or implies that these are the only duties to be performed by the employee incumbent in this position. Employee will be required to follow any other job-related instructions and to perform any other job-related duties requested by any person authorized to give instructions or assignments.

All duties and responsibilities are essential job functions and requirements and are subject to possible modification to reasonably accommodate individuals with disabilities. The requirements listed in this document are the minimum levels of knowledge, skills, or abilities. This document does not create an employment contract, implied or otherwise, other than an "at will" relationship.

**To apply:** Please send your completed employment application to Nathan Ainslie at [nainslie@habitatgfw.com](mailto:nainslie@habitatgfw.com). No phone call inquires, please.

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