

## Driver/Store Associate

**Summary:** Driver/Store Associate will have responsibilities driving the Restore box truck or assisting the driver to pick up donated items. When not in the truck, this associate will also be responsible for assisting in the store with receiving donations, assisting customers in removing purchases from the store, helping with preparation and set up of donated merchandise which can include, but not be limited to, items such as furniture, appliances and building materials. This individual must work well with customers, co-workers, and volunteers, and demonstrate a willingness to help and provide exceptional customer service. This individual must have a good understanding of Habitat and act as an ambassador of the Habitat mission.

### Responsibilities:

- Drives the ReStore box truck according to scheduled route to pick up donated furniture, appliances, building supplies, and other donated items
- Work with and lead volunteers in accepting and unloading of donations (and loading of purchases); and preparing donated items for sale
- Rearrange inventory and display of merchandise on the floor, keeping in mind safety, setup, neatness and general management of space both on the floor and the warehouse.
- Train volunteers when needed
- Lead by example
- Make good decisions on accepting donation items
- Lead staff and volunteers as directed by ReStore Manager or his/her designee
- Work with customers on the sales floor and provide exceptional customer service both in person and on the phone
- Proficiently perform all duties related to the ReStore operations, as assigned by the Manager/Assistant Manager; any other responsibilities deemed necessary
- Be available for work any of the days the store is open, Monday through Saturday.
- Schedule pick-ups when needed

### Qualifications and Skills

- Able to drive box truck and do merchandise pick-ups (moving and loading/unloading of heavy items)
- Ability to lift heavy items on a routine daily basis, at least 50+ pounds; ability to stand for four or more hours at a time (most of a full work day)
- Great people skills – engaging and positive manner
- Proficiency in delivering exceptional service to customers
- Strong organizational skills
- Having knowledge of building supplies and pricing household items a plus
- Retail experience in sales a plus
- Knowledge of Cape Cod roadways

**Education/Experience:** A combination of education, training, and work experience that is transferable to the workings of the ReStore; knowledge of building materials and/or furniture preferred

**Reports to:** ReStore Manager

**Other Requirements:**

Current MA driver's license with good driving record and ability to drive ReStore box truck.

Requires ability to safely lift at least 50 + lbs. on a consistent regular daily basis

Requires the physical ability to sit, walk and/or stand for prolonged periods of time.

Employment offer will be contingent upon outcome of required pre-employment physical and background check

**Compensation:**

This is a non-exempt, hourly, full time position, 5 day a week schedule from Monday to Saturday, as assigned, 8:30 to 5 PM, with a half hour unpaid lunch.

**Benefit Eligibility:** eligible for participation in group health plan, vacation, holiday, sick benefits, 401(k)