



Habitat for Humanity of Greater Memphis

Position: ReStore Associate
Full Time, Memphis, TN

Starting Hourly Wage: \$12 per hour

Summary/Objective

The Restore Associate is responsible for the engagement of customers, donors, and volunteers in the ReStore and Donation Center on a daily basis.

Primary Duties:

- Provide excellent customer service by greeting and assisting customers on sales floor
- Supervise volunteers
- Operate cash register
- Merchandise ReStore floor
- Ensure donation center and sales floor are safe environments by removing hazards and practicing safe lifting and moving tactics
- Accept donation drop offs and provide donation receipt when needed
- Count out register and daily deposit
- Answer phones and provide merchandise information, store policies, location and hours, etc.
- Price merchandise

Other Duties as Needed:

- Complete paperwork, receipts and online confirmation of all pick-ups
- Drive and/or ride in truck to pick up donated goods, and operate vehicles within local, state, and federal guidelines
- Unload truck donations and move to floor department
- Cleaning and straightening ReStore floor, offices, Donation Center and lots
- Other Duties as assigned

Position Type and Expected Hours of Work

This is a full-time position. Days and hours of work are Monday through Saturday based on the needs of the business. Evening and weekend work may be required as job duties demand.

Qualifications/Work Experience

- Previous retail or customer service experience
- Valid State Driver's License

How to Apply

Applicants should send a resume and cover letter outlining how they meet the specific requirements of the position to habitathr@memphishabitat.com. Make sure to include the position title in the subject line of the email. No Phone calls, *please*.

While we sincerely appreciate all applications, only those candidates selected for interview will be contacted. Please note the selected candidate will be required to meet employment verification requirements, pass pre-employment screenings, background checks, and sex offender registry checks.

About Habitat for Humanity of Greater Memphis

Habitat for Humanity's vision is a world where everyone has a decent place to live, and since 1983, Habitat for Humanity of Greater Memphis has been working to realize that vision in Shelby County. Memphis Habitat partners with people in our community to help them build or improve places they can call home through new home construction, rehabilitation work and Aging in Place home modifications for seniors. Our employees enjoy a relaxed work environment and a real opportunity to make a difference in our community.



Habitat for Humanity is pledged to the letter and spirit of the U.S. policy for the achievement of equal housing opportunity throughout the nation. We encourage and support an affirmative advertising and marketing program in which there are no barriers to obtaining housing because of race, color, religion, sex, handicap, familial status, or national origin. Habitat for Humanity is an equal opportunity employer.