

Position Description

ReStore Warehouse Assistant

HoCo Habitat for Humanity
2607 Moody Road
Warner Robins, Ga. 31088
478-929-1511

Jan 2021

Reports To: ReStore Manager

Work Days: Tuesday - Saturday

Work Hours: Days- 6 hours per day- 10:00 to 4:30

Summary:

Prepping used merchandise for resale and assisting truck driver with area pickups in our box truck

Primary Responsibilities:

- Screen donations in person
- Prepare, price, and display merchandise on our retail floor
- Be able to positively interact with customers and staff

Requisite Skills:

- Reliable and trustworthy
- Able to work independently
- Knowledge of building materials is a plus

Physical Requirements:

- Ability to frequently lift up to 50 lbs at a time
- Ability to occasionally lift up to 75 lbs. at a time
- Flexible in dealing with an ever changing donations schedule

Principal Accountabilities:

- Analyze potential donations and impact of procurement to the net profit
- Follow guidelines for acceptable donations
- Manage the donation department

Driver's license required. Drug test and background screening required

Pay: \$9-\$10.00 per hour

Resumes can be sent to hocohabitat@att.net

SUMMARY: The Habitat for Humanity ReStore is a division of Houston County Habitat for Humanity. The ReStore mission is to generate revenue through the sale of donated building materials and household items to support the HoCo Habitat operating budget. Through its efforts, the ReStore also facilitates recycling, minimizes landfill waste, provides low-cost home improvement items, and increases HoCo Habitat's visibility in our community.