



Part-time Sales/Warehouse Associate

Location: ReStore South, 4004 – 99 St NW, Edmonton, AB, T6E 3N5

Part-time: Monday – Saturday: 24 hours/week

Closing date: May 4, 2022

Habitat for Humanity Edmonton is a charity whose vision is to see a world where everyone has a safe and decent place to live. Habitat brings communities together to help families build strength, stability and independence through affordable home ownership. Habitat Edmonton serves families in the greater Edmonton area and in communities across northern Alberta. Visit HFH.org to learn more.

Position

Habitat for Humanity Edmonton is seeking a part-time Sales/Warehouse Associate. The Sales/Warehouse Associate will interact with customers to provide information in response to questions regarding products and services at Habitat for Humanity Edmonton's ReStore. He or she will also handle and resolve customer's complaints.

Duties and Responsibilities

- Customer service.
- Present a positive attitude to co-workers, volunteers and customers.
- Work in a friendly, positive way to assist customers with their purchases. This may include, but is not limited to, moving items, handling cash/sales or helping customers find an item.
- Answer phones.
- Operate cash register and handle cash and card transactions with accuracy.
- Cleaning, pricing and placement of donations; prepare displays.
- Maintain the organization and cleanliness of the ReStore, warehouse, sea containers and the entire building inside and outside as required.
- Adhere to the organization's health and safety program.
- Assisting with tasks assigned outside regular job description.

Qualifications

- Be able to lift and move items up to 50 pounds.
- Spend the majority of the day on one's feet, standing, squatting, bending.
- Ability to work with changing priorities.
- Must be able to work a rotation of Saturdays.
- Be motivated and self-directed but also able to accept instruction and direction.
- Retail experience is an asset.
- Must be bondable and have a satisfactory police record check.
- Must be able to work day time hours and Saturdays.
- Preference will be given to candidates with experience in point-of-sale/cash register payments.

To apply for this position, please submit a resume to Karen Red Crow at kredcrow@hfh.org.

We thank all applicants for their interest. Please note that only candidates who have been selected for an interview will be contacted.