

Full Time Warehouse/Driver and Retail Sales Associate

FULL TIME – approx. 40 hours per week Tuesday - Saturday

The ReStore Warehouse/Driver & Sales Associate is responsible for assisting in the day to day operation of ReStore. Must be able to interact comfortably and smoothly with all kinds of individuals and remain consistent in maintaining a professional demeanor as well as promoting the mission and values of Kauai Habitat for Humanity.

Job Description:

- Successful candidate will be responsible for receiving and processing incoming donations, and able to discern which materials are complete and sellable.
- Responsible for Merchandising said donations. Organize and set up inventory as it is processed in a safe, orderly and appealing manner.
- Loading and unloading vehicles- Assisting our donors and customers load and unload
- Customer service – Assist customers with merchandise as needed
- Clean & test appliances, tools and other equipment, assuring safety and function.
- Candidate will work with and direct volunteers whenever needed.
- Will perform other duties as directed by store management
- Drive Truck and perform donation pickups as required

Job Requirements

- Knowledge of hardware, building materials. Construction knowledge helpful
- Organized and self-directed.
- Ability to work as a team player in cooperation with staff and volunteers.
- Ability to lift at least 50-75 lbs. on a regular basis with frequent bending, squatting and lifting.
- Ability to safely move and store heavy items using pallet jacks, dollies and hand truck
- Forklift Certification a plus or ability to receive training on forklift operation.
- Valid driver's license with good driving record, and able to safely operate a box truck.
- Courteous, friendly with excellent customer service skills
- Ability to read and comprehend written instructions and communicate both orally and in writing effectively.
- Basic computer skills to include word processing and web based searches