



Thrift Store Processor

EMPLOYMENT STATUS: *Part Time, Non Exempt (24 hrs. week)*

LOCATION: *Hinds Hospice – Clovis, California*

POSITION SUMMARY

Under direction and supervision of the Thrift Store Manager, Assistant Manager, and/or Supervisor, performs various donation acceptance, donation processing, and customer service responsibilities and duties throughout the thrift store, including, but not limited to the following:

- Accepts and receives donated merchandise from donors per company policy; Organizes donations within receiving area and stockroom.
- Occasionally builds and breaks-down tri-fold cardboard boxes and pallets for incoming and outgoing donations; occasionally moves and organizes tri-fold cardboard boxes and pallets inside stockroom.
- Operates departmental machinery according to proper policies and guidelines, including pallet jacks, furniture dolly's, and other equipment required; communicates repair and/or service needs to supervisor.
- Opens and unpacks cartons or crates of donated merchandise; sorts and examines merchandise to determine salability or disposal.

MINIMUM QUALIFICATIONS:

- High School diploma or completion of GED program.
- Retail experience, including cash register operations and customer service.
- Knowledge of pricing used goods, familiarity with the techniques in promoting and selling merchandise, good organizational skills, and knowledge of store maintenance and safety.
- Demonstrated ability to work well with other employees, volunteers and the general public.
- Possess reliable transportation and have a valid California driver's license. Show proof of auto insurance.
- Ability to meet the physical demands of the job (i.e., push/pull/lift/carry items in excess of 30 Lbs.)
- Weekend availability required.

COMPENSATION AND BENEFITS:

- Generous Total Compensation Plan
- PTO, 401(k) and EAP
- Paid Mileage

POSITION CLOSING WHEN FILLED

All Interested and qualified individuals are invited to complete an application.

[Apply Here](#)

