

Thrift Shop Assistant

Job Description

The Trinity Thrift Shop is an Enterprise Ministry that supports the faith, missions, and ministries of Trinity United Methodist Church

Title: Thrift Shop Assistant

Reports to: Thrift Shop Director

Hours: Tuesday – Saturday: 15 hours per week, Saturdays required

Purpose: To assist in the daily ministry of a fast-paced thrift shop by compassionately doing assigned tasks and respectfully interacting with customers

Skills and Qualifications:

- Comprehensive understanding of the store products
- Excellent customer service skills
- Basic math skills
- The ability to use a cash register
- Strong level of professionalism at work
- Excellent communication and interpersonal skills
- Patience when dealing with challenging customers
- Problem-solving and conflict resolution skills

Duties and Responsibilities

- Welcoming and engaging with customers as they enter the shop
- Working with cash registers and processing payments
- Giving customers advice about sales and promotions
- Recommending the best products to customers
- Cleaning and restocking the store throughout the day, before opening and after closing
- Other duties as assigned by the Thrift Shop Director or Assistant Manager

Physical Requirements:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee must have the ability to work in a noisy environment and is required to stand, walk, sit, use hands to operate tools or controls, reach with hands and arms, climb stairs, balance, stoop, kneel, crouch, talk and hear. The employee must occasionally lift and/or move up to 25 lbs. Specific vision abilities required by the job include close vision and distance vision.

Must be able to work in various environmental settings.

Screening Requirements: Criminal Background Check