

TRINITY THRIFT SHOP MOVER

Reports to: Trinity Thrift Shop Director

Hours: Flexible hours, weekdays and Saturdays – 10 hours/week – Must be available Saturdays

Description: The individual who fills this position must assist with loading all donations picked up at donors' homes onto truck and unloading at the Trinity Thrift Shop location.

Job Requirements:

- Excellent customer service skills
- Professional attitude and demeanor
- Be punctual, hardworking and self-motivated
- Experience in the fields of general labor or warehouse helpful
- Stamina to lift heavy items (in excess of 50 lbs.) repeatedly while climbing, balancing, kneeling crouching, walking etc.
- Good hand-eye coordination

Primary Duties:

- Complete truck inspections and moving equipment inventory (truck driver: mover may assist with this)
- Ensure team effort/safety for backing up of truck
- Greet customer upon arriving at the specified location and complete a walk-through of the premises(truck driver and mover)
- Communicate professionally in English (Spanish is a plus); comfortably interface with customer (truck driver and mover)
- Safe loading and padding of furniture onto delivery truck
- Deliver Donation Receipt to Donor
- Provide Alternate Donation Sheet for items we don't accept
- Safe Unloading of furniture and donated items at Thrift Donation Barn/Furniture Gallery
- Accurate completion of trip sheet for each day
- Maintaining cleanliness of Trinity vehicles
- Notify managers of any incidents or accidents
- Warehouse work as requested

Other Duties:

- Transport metal recyclables to metal recycling periodically
- Transport items to County Dump & other designated locations
- Organization of furniture and other items in the Donation Barn
- Other duties as assigned