

## **Habitat For Humanity Greater Cincinnati**

**Position:** Delivery Driver Assistant

**Type:** Hourly, Part-Time

**Manages Others:** No

**Reports To:** ReStore Manager

### **Position Summary**

This position is responsible for assisting in picking up and loading donations from donors and bringing/unloading donations to the designated ReStore for processing.

### **Position Responsibilities**

- Passenger in a box truck
- Adhere to DOT requirements
- Assist in the secure loading of donations at donor homes & safe unloading of donated items at the assigned ReStore, following proper lifting and strapping processes
- Clean and sort donated items in the thrift store
- Move priced items to sales floor/stock shelves
- Assist in keeping store and dock areas clean and neat
- Provide excellent customer service to donors

### **Qualifications**

- 1-year customer service experience
- Ability to meet all Department of Transportation requirements
- Ability to lift up to 100 pounds on a regular basis
- Ability to stand and walk for a majority of the shift
- Ability to use dollies, hand carts, and other devices to move and/or lift donated items
- Possess excellent customer service and time management skills
- Valid driver's license required

## **We are an equal opportunity employer**

### ***LIMITATIONS AND DISCLAIMER***

The above job description is meant to describe the general nature and level of work being performed; it is not intended to be construed as an exhaustive list of all responsibilities, duties and skills required for the position.

All job requirements are subject to possible modification to reasonably accommodate individuals with disabilities.

This job description in no way states or implies that these are the only duties to be performed by the employee occupying this position. Employees will be required to follow any other job-related instructions and to perform other job-related duties requested by their supervisor in compliance with Federal and State Laws.

Requirements are representative of minimum levels of knowledge, skills and/or abilities. To perform this job successfully, the employee must possess the abilities or aptitudes to perform each duty proficiently. Continued employment remains on an "at-will" basis.