



**JOB TITLE:** Warehouse Sales Associate

**REPORTS TO:** ReStore Manager

Habitat for Humanity of Greater Los Angeles (Habitat LA) is seeking a qualified candidate to assist customers, unload trucks, manage volunteers, stock and price items for the sales floor.

Habitat for Humanity of Greater Los Angeles has been an active affiliate of Habitat for Humanity International for more than 20 years. By providing affordable housing, home repairs, skilled construction training, financial education, and volunteer opportunities the organization has transformed millions of lives, helped stabilize communities and fostered economic vitality in the region. On average, the affiliate builds and renovates 100 homes in the Los Angeles region, ranking it among the largest affiliates nationwide.

**SUMMARY OF ESSENTIAL FUNCTIONS**

- Customer service & sales
- Physical loading/unloading, stocking and pricing of donations
- General housekeeping of the facility
- Daily coordination with the Store manager in regards to duties & requirements
- Forklift operations
- Assisting other Affiliate staff whenever possible, directing volunteers

**SUMMARY OF JOB QUALIFICATIONS**

- 1 year of experience in customer service
- High school diploma
- Drivers license, OSHA certifiable for forklift training

This is full-time position. Work schedule is regularly Saturday-Tuesday, 8:30AM-7:30PM with some evening and weekends however the schedule has temporarily changed due to COVID-19 to Thursday – Monday 9:30 am – 6:30 pm. Position requires local travel in the normal course of performing job duties with mileage reimbursement. Must have access to reliable transportation to perform job duties, valid driver’s license and meet the state required amount of personal automobile liability insurance.

**BENEFITS AND COMPENSATION:** We offer a full benefits package: medical, dental, and vision coverage; life and AD&D insurance; vacation and sick leave; holidays; flexible spending accounts; and 401(K) retirement plan and employee discount in our ReStores.

***Compensation:*** DOE



Visit us at: [www.habitatla.org](http://www.habitatla.org)

Employment is contingent upon completion of a satisfactory background check and drug screen

*\*Habitat for Humanity of Greater Los Angeles is an Equal Employment Opportunity employer. Applicants are considered without discrimination with regard to race, color, religion, sex, national origin, age, disability or other protected status and will consider qualified applicants with criminal histories in a manner consistent with the [Los Angeles Fair Chance Initiative for Hiring](#).*