



## Volunteer Job Description

Department: Thrift Stores  
Job Title: General Warehouse Worker

The Salvation Army exists to share the love of Jesus Christ, meet human needs and be a transforming influence in the communities of our world.

Every position contributes to the spiritual and social services mission of The Salvation Army.

### JOB PURPOSE:

The General Warehouse Worker assists in the efficient and effective reclamation, processing or distribution of warehouse goods.

### CHARACTERISTIC JOB DUTIES:

The incumbent is responsible for the following range of job duties characteristic, or typical of the job class:

- Processes raw materials by unloading, sorting, packing, storing, loading and baling the donations; protects the integrity of the donations
- Selects donations for store distribution meeting established standards of quality and distinguishing between discarded and good quality merchandise according to company standards
- Assist with sorting of donated goods or small appliance clean and repair
- Provides customers and donors with courteous and diplomatic service
- Performs other duties as assigned

NOTE: Not all incumbents perform all of the duties described above but perform a similar range of duties.

### MINIMUM EDUCATION LEVEL ATTAINED:

The successful job applicant will have completed Public School.

NOTE: An alternative level of education and experience may be acceptable.

### SPECIAL LICENSES, DIPLOMAS, CERTIFICATIONS OR REQUIREMENTS:

- Valid Class "5" class license with appropriate certification and proof of clean driving record is an asset
- Successful completion of a criminal record check

### MINIMUM PRIOR RELATED EXPERIENCE:

Prior related experience is an asset but not necessary

### PHYSICAL EFFORT/DEXTERITY REQUIRED:

The performance of the job requires frequently standing for long periods of time, twisting, bending, crouching, reaching, reaching overhead, pushing and pulling, lifting and kneeling.

### CONCENTRATION REQUIRED:

The performance of the job requires frequent safety awareness, concentration while manoeuvring furniture and other donations.

### WORK ENVIRONMENT:

The volunteer's work environment is typically in the warehouse. The volunteer will work under the following disagreeable conditions: garbage, odours, dirty environment, truck fumes.

### PRECAUTIONARY MEASURES:

The incumbent must take the following precautionary measures (in addition to health and safety rules):

- Universal Precautions
- Wear safety shoes
- Wear gloves