



Volunteer Job Description

Department: Thrift Stores
Job Title: Store Associate

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 Store Associate provides service to customers, sorts incoming products, and assists the manager in the maintenance of all store operations..

CHARACTERISTIC JOB DUTIES:

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

- Assists with store layout to attract customers including window displays and merchandise displays; ensures attractiveness of the store through "Tidy Maintenance"
- Replenishes inventory levels based on Supervisor's directions
- Contributes to the control of inventory by retrieving, sorting, and pricing as per directions; protects the store from inventory shrinkage by close visual monitoring
- Performs other duties as assigned
- Assistant to cashiers

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:

- 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 on the retail floor or sorting area. The volunteer will work under the following disagreeable conditions: garbage, odours, dirty environment.

PRECAUTIONARY MEASURES:

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

- Universal Precautions
- Wear safety shoes
- Wear gloves