

Liberty Ministries
Job Description

JOB TITLE: Liberty House Thrift Workers

REPORTS TO: Warehouse Manager/Management Team

MISSION STATEMENT:

Liberty Ministries exists to serve offenders in prison and ex-offenders in the community by showing God's love, providing practical assistance, and supporting biblical standards of justice.

JOB SUMMARY:

Liberty House Thrift Workers have direct contact with customers and donors each day. They are responsible for things such as loading and unloading customer's cars, sorting through incoming donations, sweeping, cleaning and any other tasks assigned to them by their supervisors.

PRINCIPLE FUNCTIONS:

1. Accepting and declining donations from customers according to thrift guidelines.
2. Processing, organizing, distributing donations after they have been dropped off.
3. Lifting furniture and stacking neatly while maintaining a clean and safe work environment.
4. Help transport and display furniture and other product onto store floor.
5. Sorting donations into different seasons and holidays and efficiently packaging boxes for future seasons.
6. Loading product into customer's vehicles as well as loading trucks for deliveries.

PERSONAL QUALIFICATIONS:

1. Must be capable of lifting 50 pounds.
2. Able to sort donations
3. Able to communicate well with customers
4. Able to bend, stoop, stretch, kneel, push and pull.
5. Must be respectful of others.
6. Must be neat in appearance and practice good hygiene.
7. Must be able to bend, stoop, stretch, kneel, push, and pull.
8. Must also be respectful of people's homes and the things they are donating.
9. Must understand and be able to operate store equipment such as bailer, hand-truck, pallet jack, containers, truck ramps, and locks on bins.
10. Good organizational skills
11. Be neat in appearance and practice good hygiene.

SIGN BELOW TO ACKNOWLEDGE THAT YOU ARE ABLE TO PERFORM THE DUTIES AS LISTED ABOVE:

Signature

Date