

Nevada County Habitat for Humanity brings people together to build homes, communities and hope.

We are working together to support the life-changing mission of connecting families and communities with the transformational impact of decent, affordable homes. Support our mission and join our team!



The Cashier/Floater position's primary responsibility is to serve as ReStore Cashier, greet and assist customers, answer questions and provide information about ReStore and about the Nevada County Habitat affiliate. The Cashier/Floater is also responsible to process the customer sale transactions in an efficiently and courteous manner and to work closely with the Store Manager on various duties, including processing donations, stocking, cleaning, organizing, and other duties as needed. **Hours: 35+ hours per week Tuesday-Saturday (Full time)**

## JOB RESPONSIBILITIES

- Greet customers by phone or in person, provide assistance as needed
- Ensure reduced wait times for customers in line to pay for items
- Know and be able to explain the layout of the ReStore and range of inventory on hand
- Operate a cash register to document sale of merchandise and bag and package sold items
- Process cash, credit card, and check transactions with accuracy, following established procedures
- Maintain and balance cash drawers at the end of each day
- Maintain an orderly and clean check out area
- Directing pricing and operation questions to designated staff
- Be able to multi-task in a fast paced environment
- Assisting with processing donations for sale: cleaning, organizing, pricing, and stocking
- Exhibit positive working attitude and respect for fellow workers, volunteers, donors, and customers
- Participate in required training

## PHYSICAL REQUIREMENTS

- Lifting up to 25 pounds without assistance
- Bending, twisting, reaching, pushing, pulling, and performing repetitive motions
- Standing, bending and walking throughout shift
- Process merchandise and move to sales floor

## QUALIFICATIONS & EXPERIENCE:

- Familiar with computer and Point of Sale retail systems
- Strong organizational skills, accuracy, and good record keeping
- Experience moving, packing, shipping or receiving a plus
- Reliable, dependable, responsible and professional employee
- Willingness to learn and support Mission of Nevada County Habitat for Humanity
- Foster and contribute to a positive team-oriented work environment
- Experience with best practices of customer service and satisfaction
- Ability to handle customer situations with grace and composure

## JOB SPECIFICATIONS

- Education: minimum High School diploma
- Computer: Computer literacy, email, Microsoft Suite, and internet search engines

## TO APPLY:

Email resume to [restoremanager@nchabitat.org](mailto:restoremanager@nchabitat.org) or drop off at ReStore: 12359 Loma Rica Dr.