



Inspiring our community by being environmentally and socially responsible

Job Description: Sales Associate – Home Furnishings

Job Title: Sales Associate

Reports to & Supervised by: Store Manager and Executive Director as needed

Position Backup: Store Manager

Job Summary:

Sales Associates are instrumental in keeping up the appearance of the store and providing excellent customer service. They are responsible for the loading and unloading of donations and customer purchases. This position is required to work Saturdays. This position is approximately 35 hours per week.

Essential Functions:

- Insuring timely, friendly and proper assistance to customers.
- Loading and unloading of donations and merchandise in Re-Source York vehicles.
- Cleaning and organizing of the store and merchandise.
- Assisting in projects as assigned by the store management team.
- Maintaining open and clear communication regarding staff, customer or safety issues as soon as they arise.
- Willingness to cross train in multiple areas to better understand the organization

Job Specifications:

Ability to lift at least 30lbs, basic math skills, good oral communication skills, ability to interact with staff, customers and volunteers. Prior retail or customer service experience a plus.

Please fill out applications available at resourceyork.com/about and submit along with a resume and any questions to info@resourceyork.org