# ReStore Associate (Sales & Donation Pickup) — Part-Time

**Position Location: 400 State Street, Santa Barbara, CA 93101**

**ABOUT HABITAT FOR HUMANITY OF SOUTHERN SANTA BARBARA COUNTY**

Habitat for Humanity of Southern Santa Barbara County is a nonprofit organization committed to building strength, stability, and self-reliance through shelter. Through affordable home construction, home repair programs, volunteer engagement, and the operation of the Habitat ReStore, HFHSSBC works to expand access to safe and affordable housing throughout Southern Santa Barbara County. HFHSSBC is an equal opportunity housing and employment organization.

**Position Overview:**

Habitat for Humanity of Southern Santa Barbara County is seeking ReStore Associates (Sales & Donation Pickup) to support the daily operations of our ReStore, a home improvement retail store located at 400 State Street in downtown Santa Barbara. Donated items and gently used or new materials are sold to the public, with proceeds supporting Habitat's mission of building and repairing homes in our community.

This is a hands-on, physically demanding, and customer-facing role that blends two functions: working the ReStore sales floor and performing off-site donation pickups using a box truck. All ReStore roles are physical in nature, and this position in particular requires regular lifting, carrying, pushing, pulling, loading, unloading, and movement of furniture, building materials, and other donated items weighing up to 50 pounds. Associates receive, organize, sell, and transport donated materials while creating an efficient and welcoming experience for donors, customers, and volunteers. The work requires being on your feet for extended periods and remaining actively engaged throughout an 8-hour workday. If you are energized by active work, enjoy a dynamic environment, and want to contribute to a meaningful mission, we encourage you to apply.

The ReStore Associate (Sales & Donation Pickup) reports to the ReStore Manager and works closely with ReStore staff and volunteers to support donation flow, sales-floor operations, and a positive, professional experience for donors and customers.

**Essential Duties:**

<u>Donation Pickup and Transportation</u>

- Perform scheduled donation pickups using a 20-foot box truck or similar vehicle
- Safely load, secure, transport, and unload donated items weighing up to 50 pounds, using proper lifting techniques and team-lift assistance or equipment when appropriate
- Assess donated items at the point of pickup to ensure they meet established donation acceptance guidelines
- Operate the vehicle safely and responsibly, observing all traffic laws and Habitat policies

<u>Sales Floor and Customer Service</u>

- Greet and assist customers on the sales floor in a professional and mission-aligned manner
- Provide product information, pricing guidance, and general assistance to customers
- Support sales transactions using the POS system accurately and efficiently
- Promote a welcoming, inclusive, and respectful shopping environment

Donation Intake and Merchandising

- Assist with on-site donation intake, including unloading, sorting, and basic item assessment
- Stock, organize, price, and maintain merchandise on the sales floor
- Rotate inventory to support product movement and reduce aging stock
- Maintain cleanliness and organization of the sales floor, donation intake area, warehouse, and vehicle

Donor and Volunteer Interaction

- Provide courteous, professional communication with donors during pickups and drop-offs
- Represent Habitat for Humanity in a positive and mission-aligned manner
- Work cooperatively with volunteers and provide guidance and support within approved task scope
- Address basic donor and customer questions and refer concerns to appropriate staff as needed

Safety and Compliance

- Follow all safety protocols during lifting, loading, transportation, and sales-floor operations
- Use proper lifting techniques, request team-lift assistance, and use equipment for heavier items
- Use required personal protective equipment and report any safety concerns, damages, or incidents promptly
- Support incident reporting, loss prevention, and cash handling procedures

Other duties as assigned.

**Required Skills / Experience**

- Valid California Class C driver's license, a clean driving record, and ability to be insured under company policy
- Ability to safely operate and maneuver a 20-foot box truck or moving truck
- Ability to safely and regularly lift, carry, push, and pull items weighing up to 50 pounds throughout an 8-hour workday
- Customer service or retail experience preferred
- Strong customer service, communication, and interpersonal skills
- Comfort learning POS systems and basic inventory processes
- Dependable, punctual, and able to work independently and as part of a team
- Commitment to Habitat for Humanity's mission and values

**Working Conditions**

- All ReStore roles are physical in nature; this position requires regular physical exertion throughout an 8-hour workday, including standing, walking, bending, reaching, lifting, carrying, pushing, pulling, loading, unloading, stocking, and moving donated merchandise
- Ability to stand and walk for extended periods and remain physically active throughout the workday in a retail, warehouse, donation pickup, and loading/unloading environment
- Ability to safely lift, carry, push, and pull items weighing up to 50 pounds on a regular basis; team-lift assistance and appropriate equipment should be used when needed for larger or awkward items
- Ability to work indoors and outdoors in varying weather conditions
- Must be available to work both Saturday and Sunday as part of the regular work schedule, as well as other scheduled days based on operational needs; holiday availability may be required

**Compensation and Schedule**

Compensation — $20.00 per hour. This is a part-time, non-exempt, ongoing position working 15 to 29 hours per week based on operational needs. Scheduled workdays will consist of 8-hour shifts. Availability to work both Saturday and Sunday is required. The remaining schedule will be determined based on ReStore operational and staffing needs. Comprehensive benefits are not available for part-time positions; the position accrues paid sick leave in accordance with California law.

This job description describes typical duties and responsibilities and is not intended to be an exhaustive list. Duties, responsibilities, and activities may change at any time with or without notice. Employment with HFHSSBC is at-will. HFHSSBC is an equal opportunity employer.

To apply, please email a cover letter and resume to: Lydia Vasquez, lydia@sbhabitat.org. Questions may be directed to Lydia. Thank you.