



Job Title: Retail Associate – Habitat for Humanity ReStore

Location: Columbus, GA

Reports To: ReStore Manager and Executive Director

Employment Type: Full-time/Part-time

About Habitat for Humanity ReStore

Habitat for Humanity ReStores are nonprofit home improvement stores and donation centers that sell new and gently used furniture, appliances, home décor, building materials, and more. Proceeds help fund Habitat for Humanity's mission to build affordable homes and strengthen communities locally and around the world.

Position Summary

The Retail Associate supports daily store operations by providing excellent customer service, assisting with sales, maintaining a clean and organized store environment, and helping process donations. This role is vital in ensuring a positive shopping experience for customers while advancing Habitat for Humanity's mission.

Key Responsibilities

- Greet and assist customers in a friendly, professional manner.
- Operate the cash register and handle transactions accurately.
- Receive, process, and price incoming donations.
- Maintain a clean, safe, and organized sales floor and donation area.
- Assist with merchandising and displaying inventory attractively.
- Load and unload donations and purchases (may involve lifting heavy items).
- Support inventory control, tagging, and storage procedures.
- Follow all safety and operational policies and procedures.
- Promote Habitat for Humanity's mission to customers and donors.
- Perform other duties as assigned by the ReStore Manager or Supervisor.

Qualifications

- Previous retail, customer service, or warehouse experience preferred.
- Strong interpersonal and communication skills.
- Reliable, punctual, and able to work collaboratively with staff and volunteers.
- Ability to lift 25–80 lbs. and stand for extended periods.
- Commitment to Habitat for Humanity's mission and values.
- Flexibility to work weekends and varying shifts as needed.

Benefits and Pay will be discussed in the interview process.

Email melissa@columbusareahabitat.com to apply

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