

Job Title: Restore Truck Driver

FLSA Status: Non-Exempt \$20/hour

Hours: 35-40 hours per week, Saturdays are required.

Reports to: ReStore Manager

Revision Date: 02/23/2024

Position Summary:

The ReStore Truck Driver reports directly to the ReStore Manager. As a ReStore Truck Driver, must provide a positive and friendly attitude towards all donors, customers and volunteers. Is also responsible for assisting with the day to day operations of the store and working with all members of the ReStore team.

Essential Duties:

1. Pick-up and deliver donations, licensed truck drivers will drive a 16-foot pickup truck.
2. Train and supervise volunteer drivers and movers
3. Assist in developing and adhering to criteria for acceptance of donated materials.
4. Comply with safe driving and maintain a good driving record.
5. Assist in keeping trucks well maintained and clean and perform minor repairs as needed.
6. Help maintain organization and cleanliness in the ReStore.
7. Provide customer service inside the ReStore.
8. Represent HFHGTR always in a positive and professional manner when working with your team as well as the community partners, donors, partner families, volunteers, etc. Must have commitment to the Habitat mission and uphold its values and ethics
9. Other duties as assigned by the Restore Manager and/or Director of Operations.

Qualifications:

1. High School Diploma or GED
2. Valid driver's license and good driving record. No CDL is required.
3. Truck driving experience preferred.
4. Ability to lift 50+ pounds, stand, squat, bend and climb in and out of the truck on a regular basis.
5. Excellent communication skills.

The ReStore Truck Driver will coordinate with the Director of Operations who is responsible for the Business Operations and policies, and with the Chief Executive Officer who is responsible for justifying

the impact and performance of the organization to the board and aligning the direction and future strategy of the organization. Other assigned duties may be delegated by the Chief Executive Officer

