



We build strength, stability, self-reliance and shelter.

**JOB TITLE:** ReStore Driver

**POSITION VISION AND SUMMARY:**

The ReStore Driver will ensure that the Habitat for Humanity of Monroe County ReStore has safe practices on our trucks and in-store, donation pickups are timely and courteous, and the truck and warehouse communication is consistent and effective. The ReStore Driver is a full time, salaried, non-exempt position working 40 hours per week, Tuesday through Saturday (and occasional evenings).

**DUTIES & RESPONSIBILITIES**

- Maintains ReStore policies that create a positive team-oriented environment where staff, volunteers, and customers are respected and valued
- Executes ReStore truck pickup routes that advance the mission and profits of the store
- Reinforces the Habitat for Humanity mission throughout the donation process, treating all donors with the utmost respect and gratitude and ensuring a pleasant and fulfilling experience for all volunteers
- Operates forklift, truck, and other equipment as needed
- Assists in maintaining ReStore truck maintenance and warehouse equipment

**KNOWLEDGE, SKILLS, AND ABILITIES:**

- Superior communication (verbal, listening, and written), organizational, and time management skills
- Comfortable in fast-paced dynamic environment that must evolve to meet the needs of the mission
- Ability to take initiative, lead, and set priorities while respecting the input and participation of volunteers and colleagues
- Talent for working in sync with a wide range of people and the ability to act as an ambassador for the mission of Habitat, focusing on customer service and a deep gratitude for community
- Good general health and able to bend, stoop, reach, climb a ladder and frequently lift 60 pounds or more

**MINIMUM REQUIREMENTS:**

- Strong customer service
- Leadership experience
- Ability to maintain accurate records
- Possess a valid unrestricted driver's license
- A passion for Habitat for Humanity's mission to eliminate poverty housing in Monroe County

**ABOUT HABITAT FOR HUMANITY OF MONROE COUNTY**

Habitat for Humanity of Monroe County is a nonprofit housing organization dedicated to building simple, decent, affordable homes in partnership with those in need in Monroe County. More than 20 percent of Monroe County residents live in poverty, the highest percentage in Indiana. Since 1988, our affiliate has been able to house nearly 700 people, including almost 400 children. For more information, visit [www.monroecountyhabitat.org](http://www.monroecountyhabitat.org).

**OUR ORGANIZATIONAL MISSION AND VISION**

Our mission is to eliminate poverty housing by building decent, affordable homes in partnership with qualifying families. Our vision at Habitat has always been the same—a world where everyone has a decent place to live.

*Mutual respect, a willingness to work together as a team. and ongoing communication between staff persons and key volunteers is essential to the success of Habitat.*