**Box Truck Driver / Box Truck Assistant**

**Full Job Description:**
The ReStore is both fun and important work - an interesting place where donations of building materials and household goods arrive every day. The funds generated in the ReStore support Lawrence Habitat for Humanity’s mission to provide affordable housing to people in Douglas County while also keeping good, usable material from entering the landfill.

 **Box Truck Duties and Responsibilities:**

* Able to safely operate and drive a 16' box truck
* Valid driver's license with a good driving record
* Will pick up donations as directed by ReStore Manager
* Able to lift at least 50 lbs
* Willingness to safely move heavy donations using dollies, carts, and other provided tools, as well as seek the help of others when team lifting is necessary.
* Friendly and courteous with good customer service skills.
* Excellent communication skills
* Ability to read and write simple correspondence and instructions
* Will identify and communicate to store management any needs for picking up donations more efficiently and more safely.
* Will assist other Warehouse Associates and ReStore Manager in keeping all ReStore pick-up equipment clean and well-maintained.

**Box Truck Duties and Responsibilities (As Needed)**

* Will assist other staff and volunteers with moving donations and purchases in and out of vehicles and the facility.
* Will provide training and supervision to volunteers as needed. Emphasis put on being able to work well with others and to utilize them consistently on a daily basis.
* Will assist store management with keeping the warehouse clean and organized.
* Will physically clean, price, and stock donations.
* Will price materials following guidelines set by store management
* Will perform other duties as directed by management.