



– WICHITA FALLS –
FAITH MISSION
EVERY STORY MATTERS

WICHITA FALLS FAITH MISSION, INC.
JOB DESCRIPTIONS

JOB TITLE: Resale Associate

JOB CATEGORY: Part Time, Non-Exempt

ORGANIZATIONAL RELATIONSHIPS: The Faith Resale Associate reports directly to the Manager.

JOB SUMMARY: To provide excellent customer service by carrying out job duties conscientiously.

JOB DUTIES

- Provide positive and friendly customer service
- Carry merchandise to customers vehicle or unload from vehicles
- Sort, price and display merchandise
- Provide a clean and organized appearance to the store
- Perform cashier duties
- Follow the chain of command for any problems or requests
- Any other task assigned by the Assistant Manager or Resale Director

QUALIFICATIONS

- Must be a mature, born again Christian, a member in good standing of a Christian Church that believes and teaches the Gospel of Jesus Christ and be willing to agree with the WFFMI Statement of Faith.
- Must conduct himself/herself by appearance and demeanor with a respectful attitude
- Must be able to maintain confidentiality
- Must have excellent communication skills and be a team player
- Must have positive prior job experience
- Must be able to pass a background check
- Must be able to pass a drug test
- Must have reliable transportation

PHYSICAL REQUIREMENTS

- While performing the duties of this job, the employee is regularly required to stand; have full use of arms and hands and be able to adequately communicate with others on the phone, in writing, and in person. The employee must frequently lift and or move up to 50 pounds and occasionally lift and move up to 75 pounds

CONCLUSION:

This job description is intended to convey information essential to understanding the scope of the Resale Associate position and it is not intended to be an exhaustive list of experience, skills, efforts, duties, responsibilities or working conditions associated with the position.

I acknowledge receipt of the job description.

Signature _____

Date ____/____/____