



Attendant Resale Shop Casual – Smithton/Circular Head

City Mission is seeking a motivated and proactive individual with a passion for the environment by diversion to landfill including recycling, upcycling while supporting the retail operations at the Smithton Resale Centre. The successful candidate will have a high level of customer service and the capacity to work in a diverse environment.

The role also requires the successful applicant to have good computer literacy, money handling, and the physical ability to handle donations, including moving furniture and building materials. Opening & closing of the resale centre will be included as part of this role.

As this service runs 7 days a week, this role will require a commitment to regular weekend work.

SELECTION CRITERIA

Essential Qualifications/Experience:

- Experience in Retail Operations.
- Ability to follow legislation pertaining to Retail Operations and Work Health and Safety requirements.
- Ability to operate within a diverse team.
- Ability to work in a strong odour environment (occasionally).
- Ability to physically lift donations including furniture and building materials.
- A satisfactory National Police Check is required for all roles at LCM.
- A medical assessment is required for all resale roles at LCM.

Desirable Qualifications/Experience:

- Experience or demonstrated capacity to work in an organisation adopting a Christian ethos.
- Experience in using a POS terminal, including EFTPOS.
- First aid certificate (or willingness to obtain).
- Current drivers licence.

Primarily the Attendant Resale Shop will be responsible for: customer service, receiving donations, sorting and processing resalable items, safely unloading goods suitable for resale, general site safety and duty of care, merchandising, maintaining site cleanliness, and presentation.

This is a casual position and salary will be based on the General Retail Award Level 3. As a Public Benevolent Institution, LCM employees are eligible to salary package through our approved provider.

If you have a passion to work as part of a friendly team in a caring, compassionate environment, knowing that our success will be directed towards community services, individuals at risk of homelessness and those struggling with dependency related problems then we encourage you to apply.

Please send your application **addressing the selection criteria** and your ability to effectively perform the primary tasks above to the Manager People and Culture, Launceston City Mission, PO Box 168, Launceston, or upload it to the SEEK website.



A full job description is available by phoning 6335 3000 during office hours, by emailing office@citymission.org.au, or via our website – www.citymission.org.au/support-us/work-with-us

Applications close on Monday 22nd August 2023 at 9:00 am.