

JOB TITLE: Thrift Store Pricing Associate
REPORTS TO: Thrift Store Manager

STATUS: REG/FT/NE
SCHEDULE: 8am-5:30pm, 40 hrs/week
Mon-Fri, some Saturdays

DEPT: Thrift Store

REVISED: 7/30/2020

Winston-Salem Rescue Mission (WSRM) is a Christian, non-denominational service ministry, existing to help hurting men find healing in the gospel of Jesus Christ and hope through the new life Christ gives. WSRM considers every position one of ministry and a vital and valued part of our staff. Therefore, it is essential that all employees of WSRM have a personal relationship with Jesus Christ and subscribe to our Mission, Core Values, and Statement of Faith.

SUMMARY OF POSITION:

Responsible to oversee the pricing, marketing and display of all inventory of the warehouse and store. Ensure the pricing is competitive to other competitors and the display of items is appealing to the nature of the season.

DUTIES AND RESPONSIBILITIES:

Pricing

- Work closely with management to oversee all pricing of items.
- Strategize the 30, 60, 90 day rule on products.
- Visit competing Thrift Stores (Goodwill, etc.) for pricing.
- Perform other duties as assigned – moved to “General Retail.”

Processing

- Oversee and conduct processing of furniture/mattresses, jewelry, luggage/handbags, shoes, electronic media and personal care items.
- Oversee novelty processing

Marketing

- Work with Thrift Store management on ways to market items and advertise in a profitable way.
- Responsible to create strategies to further sales of our current market and look for ways to create new markets.
- Increase segments outside of our main four items (bedding, furniture, novelties, and clothing).

Administrative

- Each month, pull reports on your sales and look at your results on Clover. For example, a normally high sales volume table display had one month of almost zero sales. It was a seasonal sandal display that logistically made perfect sense; however, the reports said differently.
- Oversee plans to prevent theft and promote security.
- Seek ways to build positive relationship with employees, volunteers and clients.
- Schedule merchandise changes with Thrift Store Manager/Development Team.
- Meet with Novelty Associates (Who report directly to you) daily to create an intentional game plan for each day.

General Retail

- Open and close store as needed
- Utilize Clover and Google Spreadsheets to reconcile registers at opening and closing
- Fill in as a cashier if needed with lead cashier Clover permissions (returns, price adjustments).
- Perform other duties as assigned

EDUCATION/EXPERIENCE:

- High School diploma required.
- 2-years minimum retail/pricing experience required.
- 2-years minimum supervisory experience preferred.
- Valid North Carolina driver’s license required.

SKILLS & QUALIFICATIONS:

- Committed Christian, able and willing to model servant-leadership and interested in being part of a ministry that ministers to the addicted, poor, and homeless.
- Able and willing to work with residents through work therapy, sharing the transforming power of the Gospel through words and actions.
- Effective problem solver with regard to people and things, able to offer effective solutions while remaining calm, respectful and compassionate.
- Safety conscious with a strong knowledge of retail operation and merchandising.
- Works well with others, able to teach and train “on the job” while completing required duties.
- Excellent manual dexterity, good eye-hand coordination.
- Able to work with people in varied circumstances related to addiction; including recovery and mental illness and to treat individuals with dignity and respect in all situations.
- Good organizational skills with regard to people and things.
- Must be honest, have integrity and a strong work ethic.

WORKING CONDITIONS/PHYSICAL FACTORS:

Occasionally = 1%-33%; Frequently = 34%-66%; Continuously = 67%-100%

- The majority of this position requires work indoors, with clients of the WSRM.
- Requires occasional travel, the majority of which is within the Triad area.
- In good physical health with good eye-hand coordinator and gross motor skills.

Standing:	Continuously	Lifting:	Frequently, up to 50 lbs.
Climbing:	Occasionally	Walking:	Frequently

EQUIPMENT/TOOLS USED:

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| <ul style="list-style-type: none">• Phone• Computer• Internet | <ul style="list-style-type: none">• Pricing gun• GoDex Label Maker• Clover Cash Register |
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Employee Signature

Date