



## Redwood Gospel Missions Electronics Tester & Back Door Receiving

The Redwood Gospel Missions, in the grace and power of Jesus Christ, mobilizes our community to minister to the needy so that lives are transformed.

- Location(s):** 1821 Piner Road, Santa Rosa & 375 Southwest Blvd. Rohnert Park
- Ministry:** Industrial Ministries
- Time Commitment:** 40 hours per week
- Supervisor:** Production Manager
- Position Summary:** Provide a pleasant and uncluttered atmosphere for customers who are both dropping off donations and picking up already purchased items.
- Qualifications:** Good customer service skills; good organization and discernment. Able to lift up to 60 pounds. Team player.
- Duties & Responsibilities:**
- \*Monitor the back door for customers delivering donations.
  - \*Keep donation area clean and organized; monitor placement of donated items to ensure a clear workflow; keep high-traffic areas swept & free of debris.
  - \*Monitor and arrange placement of sold items to prevent obstructions; assist with furniture sales pick-ups by customers.
  - \*Issue customer donation receipts as requested.
  - \*Test all electronic equipment for salability; arrange for proper disposal of broken or unrepairable items.
  - \*Price salable electronics for entry to Thrift Store floor.
  - \*Be familiar with and follow all Industry policies & procedures.
  - \*Other duties assigned by supervisor.