



## Redwood Gospel Missions Job Description

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

- Job Title:** Pricer & Sorter
- Location:** 1821 Piner Road, Santa Rosa & 375 Southwest Blvd, Rohnert Park
- Ministry:** Industrial Ministries
- Time Commitment:** 40 hours per week; some overtime
- Supervisor:** Production Manager
- Also works with:** All warehouse & store staff
- Supervises:** NLP volunteers working in sort area
- Qualifications:** Good sense of inventory quality and ability to sort out items that are salable for the Thrift store. Patience and stamina; ability to work on feet and able to lift 40 pounds
- Position Summary:** Sorting incoming clothing & household donations, cleaning & pricing donations for entry to Thrift Store; assisting with weekly removal of timed out items.
- Duties and Responsibilities**
- \* Sort arriving inventory and oversee movement to proper processing areas.
  - \* Evaluate and price household items and prepare for entry onto Thrift Store floor.
  - \* Assist with evaluation and pricing of larger household items & furniture.
  - \* Perform or assign weekly removal of items leaving inventory & disposal of same.
  - \* Assist with clothing processing/pricing as time and as needed.
  - \* Work with NLP volunteers participating in sorting activities.
  - \* Be familiar with and follow all Industry policies & procedures.
  - \* Other duties as assigned by supervisor