

‘BUILD’ your Future with Habitat for Humanity GTA

Retail Store Manager	
Reports To	District Manager, ReStore
Division	Habitat ReStore
Location	7701 Woodbine Ave, Markham, ON
Date	October 2019

Habitat for Humanity Greater Toronto Area (Habitat GTA) is a nonprofit housing organization that mobilizes volunteers and communities to help working, lower income families build strength, stability, and self-reliance through affordable homeownership. With the help of volunteers, donors, and community partners; we have built more than 360 homes for families, including over 1,300 children in need of safe, decent, and affordable housing. In support of our homebuilding, Habitat GTA operates retail home improvement stores called Habitat ReStore. Our 11 locations across the GTA collect donations of home furnishings, appliances, and renovation materials; and sell them to the public at a fraction of the original price.

What we offer...

- A meaningful opportunity to make a difference in your local community and in the lives of families
- Comprehensive health and dental benefits
- Matched RRSP program eligibility
- Internal job mobility and developmental opportunities
- Wellness initiatives including EAP

The Opportunity

If you love working with people, have amazing customer service and are looking to make an impact, then keep reading!

Habitat for Humanity GTA is seeking a friendly and energetic community based individual to join our team at our Markham ReStore. Reporting to the District Manager, ReStore, the Markham ReStore Manager will assist with the daily operations of our retail store. This includes accepting donations, valuing, merchandising and selling gently used and new furniture, appliances, building materials and renovation materials. This is a challenging role as everything you sell is donated and each day and products you sell is exactly the same. You have to love change to love the Habitat ReStore.



Your Impact

- Utilize your passion for retail merchandising and standards to create a great community store.
- Use your social personality to create an amazing customer, volunteer, staff and donor experience
- Responsible for the training and daily supervision of associates and volunteers
- Determining suitability, valuing, and recording of donations, don't worry we will train you.
- The love of retail in a dynamic store with inventory that is always different.
- Customer and donor complaint resolution
- Upholding all Habitat for Humanity policies and procedures, such as Cash, e-Commerce, scheduling, donations, merchandising, branding and outreach.
- Develop and maintain local community involvement through local events such as home shows, markets and fairs.
- Act as an ambassador for Habitat for Humanity

What You Bring

- Post-secondary degree or equivalent work experience
- 2-5+ years of Management experience
- 2-5+ years of Retail experience
- Enjoy working in a dynamic fast pace retail environment
- Likes physically challenging work
- Proactive individual with excellent verbal and written communication skills
- Computer excel, word and outlook proficiency
- Experience using a variety of social media tools (Instagram, etc.) and an understanding of best practices for their use
- Fluency in English essential
- Organized individual with time management and prioritizing skills
- Confident, proactive individual who can work well individually or as part of a team

Assets (though not required)

- Understanding of volunteer engagement
- Knowledge of renovation, furniture and building materials

Your Application

If you are ready to make a change in your local community and become a part of our team at Habitat for Humanity GTA, then submit your resume and cover letter towards the position. Please state your salary expectations in your cover letter.

All applications must be submitted to hr@habitatgta.ca with the position title in the subject line.



Your Future at Habitat for Humanity GTA Awaits...

Applicants must be eligible to work in Canada throughout the duration of their employment with Habitat for Humanity GTA. Proof of eligibility will be required.

Habitat for Humanity GTA is committed to creating a diverse environment and is proud to be an equal opportunity employer.

Habitat for Humanity GTA is committed to ensuring a barrier-free, accessible and inclusive work environment. We welcome and encourage applications from people with disabilities. Upon individual request, we will endeavor to remove barriers to the hiring process to accommodate candidates with disabilities, providing the applicant has met the bona-fide requirements of the employment position. Please inform us should accommodation be required at any point during the recruitment and selection process.

As part of our selection process, the successful candidate must receive clearance by a police background check.

Internal candidates with the required skill-set are encouraged to apply.

We thank all applicants for their interest in Habitat for Humanity GTA, however only those selected for an interview will be contacted.

