

Job Description  
Driver / Thrift Store Support Associate

**Reports To:** Thrift Store Manager  
**Position Type:** Part-Time, Non-Exempt  
**Schedule:** Approximately 15 hours per week  
**Compensation:** \$17.00 per hour

**Position Summary**

The Driver / Thrift Store Support Associate is responsible for donation pick-ups, customer deliveries, transportation of goods, and assisting with general thrift store operations. This position combines driving responsibilities with hands-on store support, helping maintain an efficient, organized, and customer-friendly environment.

This role is ideal for someone dependable, physically capable, service-oriented, and willing to help wherever needed.

**Essential Duties and Responsibilities**

**Driving & Transportation**

- Safely operate organization vehicles for scheduled donation pick-ups and deliveries
- Load, unload, secure, and transport furniture, household goods, and donated items
- Provide friendly and professional service during pick-ups and deliveries
- Maintain delivery schedules and communicate delays or issues promptly
- Perform routine vehicle checks and report maintenance needs

**Store Support**

- Assist with receiving, sorting, pricing preparation, and moving donated items
- Help organize the sales floor, storage areas, and donation intake areas
- Move furniture and merchandise as needed
- Assist customers with loading purchased items
- Support staff with general daily thrift shop operations
- Help maintain a clean, safe, and welcoming store environment

**General Responsibilities**

- Represent the organization professionally in the community
- Follow all safety procedures and workplace policies
- Work cooperatively with staff and volunteers
- Perform other related duties as assigned

**Qualifications**

- Valid California driver's license with acceptable driving record
- Reliable attendance and punctuality
- Ability to safely lift and move heavy items
- Strong customer service skills
- Team-oriented attitude with willingness to help in multiple areas
- Prior delivery, moving, warehouse, retail, or thrift store experience preferred

**Physical Requirements**

- Ability to lift, carry, push, or pull 50 pounds or more, with assistance when needed
- Frequent standing, walking, bending, lifting, and reaching

- Ability to enter and exit vehicles regularly throughout the day

**Work Environment**

This role includes indoor and outdoor work, driving throughout the local area, and active movement in a retail/thrift store setting.

**Employment Status**

This position is at-will and subject to all applicable policies and procedures of the organization.

**Mission Alignment**

Employees are expected to support the mission of Center for Senior Wellbeing by serving the community with respect, kindness, and professionalism.