

**Position:** ReStore Logistics Processor - Habitat for Humanity of the MS Gulf Coast (HFHMGC)

**Resumes accepted by email to [jobs@hfhmgc.org](mailto:jobs@hfhmgc.org). Please include a brief letter describing your interest in the position. No phone calls please. Applications will be reviewed quickly, and interviews will be conducted on a rolling basis.**

**Primary Role:** The ReStore Logistics Processor supports the ReStore Logistics Manager in receiving, warehousing, sorting, and distribution of large, corporate donations as well as new-product loads, facilitating transfers among ReStores in both the MS Gulf Coast and Baldwin County, AL, markets; as well as facilitating large, corporate or project donation pick-ups for ultimate distribution as best suited in our markets.

**Responsibilities:**

- Support the ReStore Logistics Manager in all facets of receiving, sorting, distribution of large donations, and deliveries of new-product loads.
- Work with ReStore Logistics Manager to facilitate distribution of large donations and purchased product loads.
- Ability to repeatedly lift and move 50 pounds or more.
- Build positive working relationships with coworkers and volunteers.
- Concisely explain Habitat's mission to donors, customers, and volunteers, and how the ReStore supports the mission.
- Enhance the reputation and improve donation outcomes of each ReStore.
- Support the ReStore Logistics Manager on other projects as needed and as the organization and markets develop.
- Commitment to affordable housing and HFHMFC's vision, mission, and values.

**Education and Experience:**

- High School Diploma or GED required.
- Demonstrated organization skills, oral and written communication, attention to detail, and thoroughness.
- Prior experience working in a warehouse a plus; prior experience working with a forklift a plus.

**Employment Status:** Part-Time, hourly position starting at 24 hours per week.