

Job Posting – Rescued & Restored Sales Associate (2 positions)

Eagles Nest is looking to expand our team this summer! We have a Canada Summer Jobs grant for two seasonal full-time Sales Associate positions. Along with being ready to work in a team and have an openness to learn, these individuals need to align with our values and be passionate about working for an organization committed to making a difference in the lives of others.

Overview Eagles Nest: Eagles Nest is a registered charity located in Waterdown. For 20 years Eagles Nest has been working in our community, equipping people with tools to create a healthier future. We work with individuals and families looking to make those changes happen in a supportive and positive environment. We help people care for their mental health, understand themselves and learn new tools for healthy relationships. Our professional and caring staff and volunteers offer counselling, coaching and support programs to adults, youth and children. All services and programs are low-cost or subsidized, making them accessible to everyone.

Rescued & Restored, is our charity thrift store that sells donated antiques, furniture, household items, books and clothing. All the proceeds from the store support the operating budget of Eagles Nest charity, making it possible to keep our services and supports accessible.

Job Description: The Sales Associate will be scheduled to work 30 hours per week. The Associate will support other staff with the day to day operations of Eagles Nest's Thrift Store (Rescued & Restored), located in Freelon, ON. The individual will report to the Store Manager.

Responsibilities:

- Ensure store policies and systems are followed
- Help to open and close the store, ensuring security and safety
- Receive, organize, and sort donations
- Price donations according to established guidelines
- Operate cash and complete daily reports
- Work with volunteers during scheduled hours
- As needed, assist with coordination of donation drop-offs and purchase pick-ups
- Maintain good housekeeping practices
- Answer phone and email in a timely and professional manner
- Assist with photography and posts for online products
- Collaboratively work with other staff to make improvements in sales and overall operations

Required Qualifications:

- Ability to work independently as well as effectively in a team-oriented environment
- Strong communication and interpersonal skills
- Confident in posting photos and texts to an online platform
- Proficient in Microsoft Office XP (Word, Excel & Outlook)
- Physically fit: Ability to push, pull, bend, crouch, twist, as well as lift and carry up to 50lbs in a safe manner
- Ability to manage time effectively
- Retail experience is an asset
- Must be available to work weekends
- Must be a resident and eligible to work in Canada
- To comply with Canada Summer Jobs requirements, must be between the ages for 15 – 30 years

Seasonal Full Time Contract

30 hours per week

9 consecutive weeks, starting on or after May 6th and ending no later than August 31st

To apply: Please submit a cover letter and resume to careers@eaglesnestwaterdown.ca. We thank all applicants for their interest; however, we will only be contacting those selected for an interview.

Eagles Nest is committed to fostering an inclusive and accessible workplace. In accordance the Accessibility for Ontarians with Disabilities Act and on request, all reasonable accommodations will be provided to support participation in all aspects of the recruitment and hiring process and in performing the assigned responsibilities.