

Miracle Hill Ministries, Inc.

Job Posting

Date: January 25, 2012

Job Posting: Processor

Location: Berea Thrift Store

Hours: Part Time / Hourly Non-Exempt

Reports to: Store Manager

Date Job Available: Immediately

Job Posting # 1392

Basic Job Description:

Summary / Purpose of Position: Ensure all donors, customers, employees and volunteers are treated with honor, dignity and respect. Process clothing according to production and quality standards (5) racks per day. Maintain cash register with integrity and accuracy at all times.

Essential Duties and Responsibilities: The requirements listed below are representative of the knowledge, skill, and/or ability required. All tasks assigned are to be completed accurately and efficiently and include but are not limited to...

- Set a Christ like example that encourages customers, clients and staff.
- Receive donations from in a courteous and professional manner.
- Have a willingness to share the good news of Jesus Christ, give a personal testimony and pray with/for those served by the ministry.
- Maintain an organized and clean work area and sales floor.
- Ensure that all donated goods are properly sorted, priced, and staged for sale in a timely manner.
- Process a minimum of 5 racks per day of clothing or 1 roll cart of bric-brac per hour.
- Maintain cash register with integrity and accuracy at all times.
- Answer phones in a professional and courteous manner.
- Other duties as assigned by the supervisor.

Supervisory Responsibilities:

- This position has no supervisory responsibilities.

Qualifications:

- Education or equivalent experience: High School Diploma or G.E.D. preferred but not required.
- Years of experience: N/A
- Specialized training required: N/A
- License/Certification: N/A
- Other: N/A

Religious:

- Be Christian by biblical definition, with faith in the Lord Jesus Christ as expressed by a personal testimony and continued Christian conduct
- Agree without reservation with the doctrinal statement of the ministry
- Be an active participant in a protestant church
- Exhibit a genuine concern for the salvation of souls and spiritual welfare of all served by the ministry
- Demonstrate spiritual maturity commensurate with the requirements of your position

*If interested in the above position, please apply online at www.miraclehill.org or send your resume to dblackwell@miraclehill.org.