

**GOODWILL INDUSTRIES OF SOUTH CENTRAL CALIFORNIA**

**JOB DESCRIPTION**

**TITLE:** Stocker/Retail Pricer  
**DEPARTMENT:** Retail Services  
**SUPERVISOR:** Store Manager  
**CLASSIFICATION:** Hourly/Non-Exempt  
**SUPERVISES:** None

**SCHEDULE**

Goodwill Industries operates certain departments seven (7) days per week. Your schedule will be determined by your supervisor. Overtime may be required.

**ESSENTIAL JOB FUNCTIONS**

- Serve as a positive role model
- Provide customer service
- Display merchandise on sales floor
- Use material handling equipment while moving merchandise
- Able to work required hours to complete duties
- Load and unload materials to/from carts and/or bins
- Maintain good attendance according to company policy
- Complete documentation daily or as needed
- Able to price merchandise

**SPECIFIC JOB DUTIES AND RESPONSIBILITIES**

1. Responsible to work with disabled/disadvantaged individuals and demonstrate positive, appropriate work behaviors by serving as a role model.
2. Responsible to follow safety policies and procedures. Ensure safe working conditions and observance of safety policies and procedures.
3. Responsible to sort, select and properly display merchandise in accordance with the company's procedure.
4. Responsible to price items fairly and equally for a diverse crowd of customers.
5. Responsible to perform necessary record keeping pertaining to daily activities and other reports as needed in a neat and legible manner.
6. Responsible to perform housekeeping duties. These duties include but are not limited to: cleaning and straightening of the sales floor and production areas by sweeping, mopping, washing and/or dusting as needed.

**SPECIFIC JOB DUTIES AND RESPONSIBILITIES (CONT.)**

7. Responsible to receive donated goods, direct donors to proper locations and issue receipts if needed.
8. Responsible to follow Loss Prevention policies and procedures and to comply with Loss Prevention audits.
9. Responsible to attend meetings and training sessions as required.
10. Responsible for other duties as assigned.

**PHYSICAL REQUIREMENTS**

- |             |                    |           |                 |
|-------------|--------------------|-----------|-----------------|
| - Mobility  | - Handling         | - Talking | - Hearing       |
| - Stooping  | - Reaching         | - Pulling | - Seeing        |
| - Balancing | - Carrying         | - Pushing | - Lifting       |
| - Crouching | - Finger Dexterity |           | (Up to 100 lbs) |

**MINIMUM QUALIFICATIONS**

Able to read and write. Have knowledge of basic math. Have basic judgement skills to handle material and sort merchandise. Must be able to work with a wide variety of individuals. Must be able to follow procedures and be willing to accept direction. Have the ability to work in an environment that is occasionally hectic with occasional high stress. Ability to work with speed and fairness; or an equivalent combination of training, ability and experience.