

## Habitat for Humanity of Greater Volusia County, Inc.

### ReStore- Operations Manager

HFH of Greater Volusia County, Inc. announces a new position opening: Operations Manager. There are two positions open – one in each ReStore location: Daytona Beach and Orange City.

Habitat for Humanity of Greater Volusia County (HFH of GVC) has served the area since 1986. The mission goal of building and renovating affordable housing is supported by the operation of our ReStores. Donated household goods, furniture, appliances and building materials are sold to the general public and all proceeds support the HFH of GVC home ownership program.

The ideal candidate will possess an entrepreneurial spirit and energy to successfully promote the store through sales and increased profit; and manage the day- to -day operations. An understanding and appreciation of the Habitat mission is essential. Position requirements include:

- Management of staff and volunteers that is focused on superior customer service – ability to lead and engage volunteers and staff in a retail setting.
- Knowledge of retail display and merchandising – understanding of the importance of the overall look/appearance of the store and grounds. Manage all assets to ensure safety of volunteers, staff, customers, donors and guests.
- Understanding of inventory controls, competitive pricing and store profitability.
- Aptitude for numbers and financial reports. Requires ability to complete and to oversee daily “cash-out” of cash drawer(s) and credit card receipts as well as daily/weekly/monthly financial reports to the affiliate finance department.
- Understanding of the implications of profit and loss reports and ability to respond.
- Excellent communication skills

Applicants need documented experience in retail management – a B.A. or B.S. degree is preferred. Substantial experience in retailing or not-for-profit retail operations. Position is full-time and salaried requiring varied working hours including Saturdays and some evenings. Starting salary between \$28,000 and \$31,000 based on experience. A generous benefit package (includes health, dental, IRA match) is included following a 90-day probationary period.

Hiring Requirements include: background checks and drug screening, State of FL driver's license, completion of a formal employment application and proficiency in the use of: computer, cash register, pricing and inventory programs/software. Ability and knowledge to move home furnishings and appliances. Position will require occasional use of hand-trucks and personal protection equipment to assist in lifting and moving items.

How to apply: Please send a resume' along with a letter that includes your specific experience, education and interest in this position by email or regular postal mail to:

**Sekou Toussaint, ReStore Director –Habitat for Humanity of Greater Volusia County, Inc.**

1030 W. International Speedway Blvd., 2nd Floor Daytona Beach, FL 32114

Email: [restoredirector@habitatgvc.org](mailto:restoredirector@habitatgvc.org)

The Habitat mission promotes the idea of opportunity and achievement. For the right candidate, this position offers an opportunity to put your experience, skills, energy and education into action to achieve great results. We will accept resumes/applications through May 22, 2017. HFH of GVC is an equal opportunity employer.