

## **Manager - REAL Deal Store**

### **Rideau Environmental Action League (REAL) - Smiths Falls Ontario**

If you love working with people, have amazing customer service and are looking to make an environmental impact in your community then this job will interest you.

The REAL Deal store located in Smiths Falls is a project of the local non-profit environmental organization The Rideau Environmental Action League, and is celebrating its 10<sup>th</sup> year in our current location. The store promotes “second hand first” and accepts donations of good quality household items including furniture, décor, appliances, lighting, dishes, and salvageable building materials. The proceeds from the sales help to run the store and other environmental projects.

As the REAL Deal manager you will manage the daily operations of the retail store. This includes assessing and accepting donations of gently used donated items. You will continue to build our donation base by promoting and building awareness of our store with local businesses, contractors and individuals. As manager you will support, organize and delegate a team of volunteers and staff and ensure a positive experience for all.

This position requires you to work : 22.5 – 27.5 hours per week, which includes weekends. Pay rate is \$17.50 per hour. No two days are the same, so if you are looking for a fast paced and constantly changing role, then the REAL Deal Store is the place for you!

#### **• Duties and Responsibilities:**

- Provide excellent customer service skills.
- Work with and supervise volunteers and staff.
- Receive donations – including assessing whether they are appropriate for re-sale.
- Product merchandising valuing and pricing.
- Health and safety of the store and yard.
- Maintain good consistent store standards and conditions inside the store and yard.
- Follow policies and procedures including cash and receipting.
- Support and promote REAL’s mission and values and healthy environmental practices.
- Explore opportunities to develop partnerships with contractors, retail stores, and individuals, to provide renovation and household goods.

#### **Qualifications and Requirements:**

- Previous management experience preferably in the retail sector.
- Friendly and outgoing with leadership skills.

- Excellent customer service and communication skills.
- Ability to perform heavy lifting on a regular basis- ability to set the example of hard work.
- Understanding of volunteer engagement and retention.
- Knowledge of renovation and building materials.
- Highly organized.

**Assets:** CPR, heights training, WHIMS, health and safety, drivers license.

Apply by emailing resume and cover letter to [info@realaction.ca](mailto:info@realaction.ca) before September 15th 2018.  
To see full job description and duties please visit our website at [www.realaction.com](http://www.realaction.com).