



Lost-N-Found Youth Job Description

Job title: Box Truck Driver (Non-CDL)	
Work Location: 2585 Chantilly Dr NE	
Division/Department: Thrift Store	
Reports to: Store Manager	
<input type="checkbox"/> Full-time <input type="checkbox"/> Part-time	<input type="checkbox"/> Exempt <input checked="" type="checkbox"/> Nonexempt
<p>Lost-N-Found Youth is an Atlanta, Georgia based nonprofit (501c3) that exists to end homelessness for Lesbian, Gay, Bisexual, Transgender, Queer (LGBTQ+) and all sexual minority youth. Lost-n-Found Thrift Store is a program of Lost-n-Found Youth.</p> <p>Duties:</p> <ul style="list-style-type: none">• Understand and support the mission of Lost-N-Found Youth• Receive donations at the Thrift Store• Price (when appropriate label) and Distribute Donations• Merchandise shelves, counters, or tables with merchandise• Pick up donations and deliver purchases in a timely and incident-free manner• Unload, sort, and load the truck prior to departure• Keep the truck and the showroom clean and orderly• Work with managers to ensure on-time pick-ups and deliveries• Complete routes as assigned• Work with customers and Thrift Store managers to complete pick-ups and deliveries• Protect the assets of the Thrift Store and report problems to the manager on duty• Follows all traffic rules and laws• Other duties as assigned	
Required Qualifications:	
<ul style="list-style-type: none">• Clean driving record with no moving violations in the past 7 years	
Preferred Qualifications:	
<ul style="list-style-type: none">• Three (3) years' driving experience, box truck or straight truck experience• Previous thrift store experience	
<p><i>Lost n Found Youth provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, sexual orientation, gender, gender identity/expression national origin, age, disability or genetics. In addition to federal law requirements. Lost n Found Youth complies with applicable state and local laws governing nondiscrimination in employment in every location in which the company has facilities. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.</i></p>	
Print Employee Name:	
Employee signature:	Date: