



JOB ANNOUNCEMENT

ST. VINCENT DE PAUL THRIFT STORE TEAM LEADER

St. Vincent de Paul Thrift Store is hiring a Thrift Store Team Leader. The position is part-time (15-20 hours per week) and will report directly to the Director of Stores regarding operations of the store at 2611 Buford Road, Richmond, Virginia 23235.

Essential Functions:

- Assumes position of Manager on Duty in rotation with Management Team.
- Retail floor operations including point of sale and other duties as assigned by Director of Stores.
- Production operations including donation acceptance, sorting and pricing.
- Build relationships and provide excellent customer service.
- Assisting in managing and providing a quality experience for customers and volunteers.

Job Requirements:

- Manage and work with volunteers and seasonal staff.
- Work with a digital point of sale system.
- Comfortable working in a retail environment.
- Able to stoop, kneel, bend, crouch and lift up to 25 pounds regularly.
- Availability to work a few Saturdays each month.

Anticipated Start Date: mid-July to early August 2025 **Application Deadline:** *Open until filled*

Pay: \$17.50 / hour

To Apply: Please send your resume to info@stvincentthrift.org.

St. Vincent de Paul Thrift Store is an Equal Opportunity Employer.