

HOSPICE OF CITRUS COUNTY, INC.
POSITION POSTING
June 30, 2010
2010-082

Hospice of Citrus County is currently seeking to fill a vacancy for a
Team Assistant
For the Hospice Thrift and Gift Shoppes
Full Time

Position Summary: Responsible for loading/unloading of furniture and other donated items to be delivered with the Hospice truck to customers or picked up and brought to the Thrift Shoppes as donations.

Team Assistant

1. Drives to designated to location and loads furniture and/or donated items into the Hospice Truck
2. Unloads furniture/donated items at Hospice Thrift Shoppe
3. Delivers purchased furniture to homes within Citrus County
4. Assists Thrift Shoppe Manager, Coordinators, and volunteers with various duties at Thrift Shoppes such as minor maintenance, sorting of donated items, moving items within store, outside building maintenance, minor janitorial duties
5. Assists with opening, closing, cash register and customer service as requested

Minimum Knowledge, Skills and Abilities

1. Valid, current Florida drivers license required
2. Motor Vehicle background screening within guidelines
3. Heavy lifting required
4. Excellent interpersonal skills required
5. Available Monday - Saturday

SPECIAL DEMANDS/PHYSICAL REQUIREMENTS:

The position requires frequent heavy lifting. Normally such lifting will involve, but may not be limited to, the lifting of furniture, boxes, fixtures, and equipment. Additionally, the position may also require a considerable amount of time riding in or driving a motor vehicle in connection with on-the-job requirements.

This organization conducts pre-employment drug testing and employees may be asked to take a test to determine the presence of drugs, narcotics or alcohol if there is reasonable suspicion that the employee is using or has used drugs in violation of Hospice policy.

Qualified candidates may obtain an application at any Hospice of Citrus County / Hospice of the Nature Coast locations or online at www.hospiceofcitruscounty.org or www.hospiceofthenaturecoast.org.