



Job Opening

Our Mission: to improve the community by providing employment, education, training and support services tailored to individual needs.

Our Values: Success – Collaboration – People – Positivity

Position:	Wares Processor
Location:	Milham – 411 Milham Road, Portage, MI 49024
Wage:	\$9.60 per hour + Benefits: Medical, Dental, Vision, Life Insurance, PTO, 403(b)
Classification:	Full-time Associate
Number of Openings:	1
Hours:	40 hours per week. Varied including days, evenings and weekends.
Submit Applications To:	milham@goodwillswmi.org goodwillhr@goodwillswmi.org

Job Duties include but are not limited to:

- Examining donated goods for suitability
- Determining price and labeling each item using established categories
- Meeting daily quotas
- Maintaining accurate records
- Practicing safe and efficient work habits
- Assisting production team as needed
- Performing other tasks as requested by management

Qualifications include but are not limited to:

- Skill in discerning quality and value of items
- Knowledge in recognizing common and uncommon household goods
- Ability to count and make simple calculations
- Ability to perform as a team member
- Ability to follow detailed instructions
- Ability to motivate self
- Ability to use computer to search the internet
- Previous work experience preferred but not required
- High school diploma or GED preferred but not required
- Must be able to lift 35 pounds repeatedly, grasping, reaching, bending, twisting; extended periods of time standing; pushing, pulling
- Must be able to work a variety of hours and days of the week consistently
- Must pass a pre-employment drug screen and theft-related criminal background check

Equal Opportunity Employer: Persons are recruited, hired, assigned and promoted only on the basis of job related criteria and without regard to age, ancestry, arrest record, citizenship, color, familial status, gender, gender identification, height, marital status, national origin, non-job-related disability, race, religion, sex, sexual orientation, veterans' status or weight. This includes those affected by pregnancy, childbirth or related medical condition.