

Habitat for Humanity of Kitsap County is seeking an energetic, highly motivated e-Commerce Associate for our Habitat Store. The ideal candidate must be team-oriented, highly organized and a proactive individual who has online/retail sale experience. The primary responsibilities are taking pictures, posting and shipping high end/collectable merchandise on eBay, Amazon, etc. Additionally, this position will be responsible for posting and selling high-end furniture on OfferUp and Facebook Marketplace. This position is part-time.

As a e-Commerce Associate, no two days are ever the same! Typical a day will include the following responsibilities:

- Ship donated items in a timely and safe manner
- Accurately lists and posts items with minimal supervision
- Identify rare, collectible and unique items
- Maintain a safe, clean and well-organized working environment
- Assists with customer service issues

We are an awesome place to work and care about our teams, so we want to make sure we are clear on a few more basics that we expect:

- Have at least 3 years of online/retail sales experience
- Familiar with photoshop, excel, eBay, Amazon, and other online platforms
- At least 3 years of hands-on professional camera experience

Habitat for Humanity of Kitsap County is an Equal Opportunity Employer. We are committed to the policy of equal employment opportunity in recruitment, hiring, career advancement, and all other employment practices.

Physical Demands and Work Environment: The physical demands and work environment described below represent the activities and surroundings of the positions. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is usually moderate consisting of usual open-concept business office sounds including but not limited to people talking, computers, printers, telephones, and light foot traffic.

Please send resume and cover letter to hr@kitsaphabitat.org