



Job Title: Store Manager

Location: LC Valley - UGM Thrift Store

Status: Full-time

UGM Thrift Stores specialize in reselling, reusing and recycling gently-used donated clothing and household items in order to raise funds and awareness for the Union Gospel Mission.

SUMMARY OF POSITION:

The Store Manager is responsible for leading the team in setting a high standard for customer service, pricing, merchandizing and managing production processes. They are responsible to readily accomplish the administrative duties and maintain safety in the workplace.

Responsibilities:

- Lead in creating and implementing production processes and standards.
- Collaborate on competitive pricing policies/coordinate sales and promotions.
- Emphasize the donor and customer experience and perception.
- Implement effective training strategies.
- Oversee employee schedules and approve time clock hours daily.
- Maintain an overall safe work environment.
- Ensure awareness of individual employee needs and accommodate when necessary.

Required Qualifications:

- Two- or four-year college degree in applicable field of study, or equivalent years of experience managing a retail store.
- 5 plus years in the retail industry preferable with assistant managing and sales experience.
- Experience creating pricing policies, and managing sales and promotions.
- Experience establishing production standards and processes.

Compensation: \$20.69-\$24.83/hour, depending on experience.

Must be committed to the Christian faith and comply with drug-free, tobacco-free policy. Those qualified to join our team can enjoy a rewarding work environment, competitive wages and excellent benefits. Complete UGM's [application for employment](#) and submit it along with a letter of interest and resume to:

UNION GOSPEL MISSION
HumanResources@uniongospelmission.org
Human Resources, 1224 E Trent Ave., Spokane, WA 99202
Fax: 509-535-0315
uniongospelmission.org/employment