**JOB DESCRIPTION**

**Yard Associate**

**Summary**

Our Yard Associate are committed to achieving Home Hardware’s service standards, while providing the customers with the best shopping experience possible. Yard Associates are responsible for completing assigned tasks in the yard, including serving customers, building loads for delivery, tidying lifts of lumber, and maintaining a clean lumber shed and yard.

**Core Competencies**

* Customer service oriented;
* Ability to work outside in all conditions;
* 100% committed to a safe work environment;
* Related experience and knowledge an asset;
* Excellent listening, communication, and interpersonal skills;
* Ability to work independently or with a team;
* Previous forklift experiences an asset.

**Job Responsibilities**

* Greet customers warmly and ensure a good customer experience;
* Quickly learn yard and lumber shed layout;
* Assist Home Hardware customers in loading product safely and efficiently;
* Check invoices and verify correct product is provided;
* Assist with the daily upkeep of the department including off-loading trucks, culling lumber, organizing stock, cleaning, price labelling, & maintaining pallets/stock;
* Maintain a clean and safe work environment for employees and customers;
* Opening and closing duties as needed in the Yard;
* Ability to perform physical work with medium and heavy lifting on a regular basis;
* Comply with policies and procedures regarding loss prevention, breakage of goods and health and safety;
* Perform other duties as requested by the supervisor.

This position reports to the **Store Manager and Yard Foreman.**

*\*\*We are committed to a diverse and inclusive workplace for all. If you are contacted for a job opportunity, please advise us of any accommodations needed to ensure fair and equitable access throughout the recruitment and selection process.\*\**