



JOB POSTING Casual Sales Associate

Hospice Halifax is moving our thrift store to a brand-new location in the West End of Halifax! This is a unique opportunity to join our store team. Are you a friendly and energetic individual who is passionate about retail and sustainability? If so, we would love to hear from you.

About Us

Our mission is to make second-hand shopping purposeful: we believe every garment and good deserves a second act, promoting sustainability and reducing waste. Most importantly, every single purchase directly supports the provision of free, compassionate end-of-life care at Hospice Halifax, ensuring that our everyday choices collectively turn into meaningful acts of love for those in our care.

Hospice Halifax continues to take action against racism and discrimination the workplace and to identify and address systemic barriers to full and equal participation. As such, all members of the team must be committed to fostering a safe working environment where all members experience an authentic sense of inclusion and belonging.

About the Position

As a collaborative member of the thrift store team and the Hospice Halifax organization, the Sales Associate works closely with volunteers, staff and management in our new-to-you retail store. This position provides excellent customer service and assists in the day-to-day store operations, from receipt of product from donors to sorting, merchandising and sales. You will be the first person a customer meets, you will help them find items that suit their needs, answer inquiries, and you will be responsible for providing a smooth sales transaction.

The culture within our organization is compassionate, open, affirming and diverse. Working here means feeling appreciated, challenged and that your work makes a direct impact on your community. It means positively interacting with customers, donors, volunteers, supporters and other team members.

Duties and Responsibilities:

- Provide an amazing shopping experience that will encourage positive customer connections and loyalty.
- Perform sales and financial transactions, processing purchases and payments of cash, debit or credit card accurately and in a timely manner.
- Cover the sales floor and help ensure all visual standards are met.
- Perform store opening and closing procedures.
- Ensures merchandise is neat/fully stocked, while maintaining the store's cleanliness.
- Assist with inventory, steaming and restocking merchandise throughout shift.
- Receive donations, including drop off, sorting and hanging items.
- Assist volunteers during their shifts at the store, answering day-to-day questions.
- Maintain a clean, consistent, and inviting store environment that inspires customers to shop.

What You'll need

- Retail experience is an asset.

- Strong interpersonal skills; willing and able to work with a variety of people; friendly, outgoing and appreciative of volunteers and their time
- Desire to build customer relationships
- Highly developed ability to multitask and organize
- Previous work with a volunteer team/organization an asset
- Computer literate; Experience working with POS systems
- Attention to detail, knowledge of fashion, trends, vintage
- Flexibility to work a variety of shifts including days, evenings, and weekends
- Excellent decision making ability and problem solving skills

Additional Requirements

- Adherence to all Health and Safety and Hospice Halifax Procedures and Policies
- Support efforts at reducing, recycling and reusing where appropriate
- Firm commitment to the mission of our Shop and the Hospice Halifax organization
- Represent Hospice Halifax in the community
- Physical ability to walk and/or stand throughout a normal workday and lift and carry up to 40-50 pounds regularly, use ladders, step stools.

Note: Reasonable accommodations may be made for individuals with disabilities to perform the essential functions.

Compensation and Hours of Work

- **16.50/hourly**
- **Paid breaks and lunches**
- **Days, Evenings, Weekends**
- **Casual employment, No guaranteed hours**

How to Apply

Hospice Halifax is committed to cultivating a welcoming, inclusive and compassionate culture. We believe inclusion of diverse backgrounds and perspectives is fundamental to our success. We welcome candidates from all backgrounds and experiences to apply. Only those selected for the interview process will be contacted.

Please forward a cover letter and resume to careers@hospicehalifax.ca and reference "**SalesAssociate2025**" in the subject line of the email.

Closing Date: Nov 16, 2025