



# Job Opening

**Mennonite Community Services of Southern Ontario (MCS) is a not for profit charity providing services to newcomers and the community. MCS is owned by several area Mennonite Churches who send delegates to serve on the board of directors. MCS seeks to faithfully link resources with needs through its programs of Settlement, Employment, FESPA, Radio and Thrift Store.**

Interested candidates should submit a **cover letter** together with a **resume** to:

Mennonite Community Services  
 Attention: HR Manager  
 16 Talbot Street East  
 Aylmer, ON N5H 1H4

Phone: 226-544-0380  
 Email: [hr@mcsn.org](mailto:hr@mcsn.org)

<b>Job Title:</b>	Associate
<b>Starting Date:</b>	April 1, 2024 or as soon as possible
<b>Hours:</b>	37.5 hours per week. Days, some evenings and some Saturdays
<b>Wage:</b>	\$17 + per hour – Depending on experience, Benefits included
<b>Job Summary:</b>	The Associate will support all staff within Aylmer Thrift Store. This includes assisting with sorting, pricing, processing, testing electronics and stocking of donated items for sale within the retail store.
<b>Job Duties:</b>	<ul style="list-style-type: none"> <li>• Greet and interact with donors and customers</li> <li>• Receive and inspect donations</li> <li>• Sort and test electronic donations such as computers, printers, and cameras</li> <li>• Assist on retail floor as needed</li> <li>• Other duties as assigned</li> </ul>
<b>Core Requirements:</b>	<ul style="list-style-type: none"> <li>• Relevant retail and customer service experience;</li> <li>• Strong organizational skills;</li> <li>• Excellent oral and written communication;</li> <li>• Effective time management skills</li> <li>• Commitment to Jesus centred faith and non-violent peacemaking</li> </ul>
<b>Requirements and Qualifications:</b>	<ul style="list-style-type: none"> <li>• Gr 12 Secondary School Diploma;</li> <li>• Strong problem solving skills;</li> <li>• Able to sit/stand/walk for long periods of time</li> <li>• Ability to lift up to 30 lbs. and exert 11 to 25 lbs. of force frequently</li> <li>• Appreciation for the Low German language, people, and culture an asset</li> <li>• Willingness to work some evenings and some Saturdays</li> <li>• Police check for the vulnerable person sector required upon hire at applicants expense</li> </ul>
<p>Only suitable applicants will be asked to complete an application or be invited for an interview.          MCS is an equal opportunity employer that is committed to inclusive, barrier-free recruitment and selection processes.          We welcome applications from all qualified persons.          If you require accommodations, please notify us and we will work with you to meet your needs.</p>	