

FINDING

Work at ...

Informing
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HOME DEPOT

Company Background

The Home Depot, the world's largest home improvement retailer, currently operates in ten Canadian provinces, 49 U.S. states, Puerto Rico and Mexico. The Home Depot employs over 27,000 people in Canada. There are approximately 115 staff at the Medicine Hat store.



As one of Canada's favourite retailers, The Home Depot stocks a huge variety of building materials, home improvement supplies and lawn and garden products. This company is growing quickly and offers tremendous career opportunities.

Extensive community relations programs are in place to give back to our community through volunteerism and donations.

To find out more information about The Home Depot, visit www.homedepot.ca

Types & Nature of Work

The Home Depot offers a full spectrum of retail opportunities for friendly, outgoing individuals at all skill levels. Sales and operational positions at The Home Depot include:

Sales Associate

- Work in each department within the store to provide advice and assistance to customers.

Sales Specialist

- Sales associates who have developed specialized product knowledge and expertise to share with customers and teach weekend how-to seminars to the public.

Cashier

- Provide friendly, efficient checkout service to customers.

Computer Room Associate

- Process sales reports.
- Balance and audit cash.
- Ensure equipment is operational.

Receiving and Freight Associate

- Usually night or early morning shifts.
- Unload trucks and stock merchandise.

Inventory Associate

- Monitor and order inventory.

Delivery Team

- Assemble large orders.
- Load product onto trucks for delivery.

Lot Associate

- Assist customers with loading their vehicles.

Tool Rental Associate

- Assist customers with vast array of rental equipment.
- Qualified Technician on staff for repair and maintenance.

Special Services Associate

- Assist customers with special orders, returns, and projects that require installation.

Contractor Desk Sales Associate

- Assist contractors, professional builders, and home renovators to complete their projects.
- Must have previous building or construction experience.



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Ideal Candidate Qualifications

The ideal candidate at The Home Depot will:

- Love to help customers in a fast-paced environment by offering advice and knowledge of the latest trends in home improvement.
- Thrive in a team environment.
- Assist customers in selecting the best products for their project.
- Greet and treat each customer in an understanding, respectful and professional manner.
- Experience in any of the following areas is required depending upon the job:
 - Retail sales
 - Customer Service
 - Home improvement or construction.
 - Warehouse operations.

Training Opportunities

New staff will attend a 12 hour orientation and will receive extensive department specific training before starting work on the sales floor. Each associate participates in a structured learning curriculum based on their position and department.

Home Depot also provides training and certification as required by the position in:

- Forklift and equipment operation.
- First Aid.
- Kitchen sales and design.
- Flooring sales and installation.

From part-time work to managing a store of 200+ associates, The Home Depot offers challenge, opportunity, diversity, and growth for career advancement.

Hours, Pay, Benefits



Store hours are:

- Monday to Saturday, 7 a.m. to 10 p.m.
- Sunday, 8 a.m. to 8 p.m.

As a Fortune 500 corporation, The Home Depot is able to provide extensive benefit plan packages to their associates. Core benefits for full time hourly and salaried associates include:

- Alberta Health Care premium paid.

- Medical, dental, vision care.
- Disability insurance, life insurance and accidental death and dismemberment insurance.

A benefit package is available for part time associates including prescriptions and dental (with eligibility criteria).

Financial benefits include:

- Deferred profit share program.
- Employee stock purchase plan.
- Tuition reimbursement program for students
- Semi-annual sales bonuses which are paid out to all employees if store sales goals are met.



How to Apply

Submit a completed application form online at www.homedepot.ca or in person at the store Special Services Desk. Include resume, cover letter, and copies of relevant certificates. Successful applicants will be contacted to arrange personal interviews.

The Home Depot's busiest time of year is March through June. Hiring for the busy season begins in February and is usually completed by the first week of May. Spot hiring continues throughout the year as necessary.

Contact Information

The Home Depot
1851 Strachan Road SE
Medicine Hat, AB T1B 4V7
Phone: 403-581-4300
Fax: 403-581-4311
www.homedepot.ca