



The Society of St. Vincent de Paul
of Contra Costa County

VOLUNTEER OPPORTUNITY

CLOTHING & SHOE SORTER - JOB DESCRIPTION

CLOTHING

1. Sort donated clothing
 - a. All clothing must be in a usable condition for pricing and placement on the sales floor.
2. The following are sorting guidelines for clothes that are not acceptable for selling:
 - a. Rips
 - b. Stains
 - c. Odor
 - d. Severely faded clothing
 - e. Missing buttons
 - f. Broken or missing zippers
 - g. Check armpit areas for stains
 - h. Check crotch area for rips/stains
 - i. No underwear unless new in package or with store tag
3. Clothes that are in an unsellable but still wearable condition are to be put in a red bag for resale to our vendor. Unwearable clothes (heavily torn/worn) are put into a black garbage bag.

SHOES

1. All footwear should be wearable, clean, dry and free of mildew, grease or grime or water.
2. All footwear must be paired with either rubber bands or shoe strings tied together.
3. Remove shoes with tears, badly worn soles, extreme wear, single shoes and place in red bags.
4. Place rubber band around paired, acceptable shoes for later pricing.