



KRM Lexington  
Moving Specialists (2 full-time positions)

**Agency Profile**

KRM Lexington is a non-profit refugee and immigrant services agency, assisting newcomers who are in the process of making central Kentucky their new home. With clients and staff of a variety of backgrounds, KRM proudly serves clients regardless of race, religion, ethnicity, national origin, gender, gender identity, or sexual orientation.

**Moving Specialist Role**

The Moving Specialist's role is to help the Housing and Donations team to furnish and set up all homes rented for new clients. This includes lifting and moving furniture, helping place furniture and other household items into apartments, driving a moving truck or large van, picking up donated furniture from KRM donors. When apartment setups or donations pickups are not scheduled, Moving Specialists will help the team to organize and manage the inventory of donated items; will drive KRM clients (in agency vehicles) to and from appointments as requested by other staff; and will help with other general office tasks and duties such as setup for special events or running errands.

**Requirements**

- Current Kentucky driver's license required (CDL welcome)
- Must have experience driving moving trucks, box trucks or similar
- Must be able to lift and move furniture, including up and down stairs
- Valid US work authorization required
- Must be reliable, trustworthy and dependable
- Basic spoken English skills required (perfect fluency not necessary)
- Former KRM clients no longer enrolled in KRM services are welcome to apply. Clients currently enrolled in KRM services are not eligible for employment at KRM while actively enrolled as clients.

**Additional Job Information**

This job is full-time (40 hours per week) and offers medical/dental/vision/life insurance, paid vacation/holidays/sick and personal days. Based in Lexington, KY with occasional travel to nearby areas. Duties conducted primarily during business hours, but some evenings or weekends may be needed occasionally. KRM has a staff vaccine requirement for COVID-19 vaccinations. Pay starts at \$16.50 per hour; an experienced candidate (or one with a CDL) may be offered a higher starting rate based on experience.

**To Apply**

Send a resume to [admincoordinator@krmlex.org](mailto:admincoordinator@krmlex.org). Applications will be reviewed and interviews held on a rolling basis until both positions are filled.