

# Seven Loaves Food Pantry

Job: Dry Food Bagger

Duties:

- 1) Makes double plastic bags and places in bag boxes.
- 2) Places food items in double plastic bags in quantities as instructed and ties a double knot.
- 3) Places tied food bags on correct rolling wire racks.
- 4) Breaks down cardboard boxes and places in recycle bins.
- 5) Takes all plastic packaging and places in trash receptacles.

Information:

This job is very important for the pantry to operate smoothly as it prepares all dry food items to be distributed to our clients in advance of the pantry opening. This allows the pantry to manage a large volume of clients in a short time. Bag food items and quantities are determined based upon a nutritional worth so it is important to load bags correctly.

April 7, 2010