

Warehouse Volunteer

What: The Wood Buffalo Food Bank is in need of volunteers to assist in our warehouse.

Where: Wood Buffalo Food Bank – 10117 King Street

When: Monday's 2:00 pm – 7 pm; Tuesday to Friday 10:00 am till 3 pm; the second Saturday of every month 9:00 am – 4:00 pm

Who: Individuals

Age Requirement: 14 years of age; (if under 16 parent or adult supervision required to attend)

Volunteer Requirements:

- Must be able to get to and from Food Bank on own;
- Must be able to volunteer at least 1 hour per month;
- Report to all scheduled shifts and meetings in a punctual and professional manner;
- Notify the EA in advance if unable to attend shift or complete responsibilities;

Dress Code: Casual

Job Descriptions: This position will work with our warehouse manager to achieve the overall operations of the warehouse are effective and efficient.

Requirements:

- Assist in receiving food- to including sorting, checking expiry dates, boxing, storing, stocking of shelves, and hamper assembly.
- Assist in the cleanliness of warehouse – to include freezer and fridge wipe downs, shelf cleaning, kitchen, vacuuming, mopping, etc...
- Assist in the gathering of food – to include emptying donation bins at grocery stores.
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Experience and Skills:

- Excellent communication and interpersonal skills;
- Work with limited supervision;
- Work independently and with a group;
- Able to lift 25-50 lbs;