

Picker and Packer role



SignUp description

This job involves picking and packing food parcels from the referrals passed by the person working in the office, restocking the shelves with packed up food, tidying the shelves so all food types are in the right place, keeping the hall tidy, stacking the crates in the right piles for easy access, ensuring all bins are emptied into the green bins outside, helping to unload any deliveries coming into the hall, helping drivers identify the parcels they are delivering etc..

Primary Tasks

Packing parcels

Putting away deliveries

Keeping shelves full where possible

Stocking fruit and veg bench with items from the walk-in fridge especially first thing in the morning

Supporting other volunteers – pickers and packers, delivery drivers, office and operations

Secondary Tasks

General tidying

Returning fruit and veg to the walk-in fridge at the end of the day particularly on Friday

Fridge cleaning

Keeping packing crates etc. tidy and stacked

Date checking of items on shelves

Floor cleaning – only towards the end of the day

Shopping if requested by the operations volunteer

Collecting donations from Tesco Lymington

Removing labels from returned bags.

Stamping new cloth bags