

NOW HIRING

Food Pantry Specialist

Qualified applicant will be assigned to oversee the daily operation of the Flaming Gorge Food Pantry located in Manila, UT. Duties will include, but not be limited to, approving eligibility of client intake applications, data entry, maintenance of client files, monthly inventory reports, stocking and rotating of food on shelves, intake and weighing of donations, assisting clients and supervision of all food pantry operations. Must have good organizational skills and the ability to communicate effectively with customers verbally and in writing. Need to be able to lift at least 50 lbs.

Other duties as assigned.

Valid Driver's License Required. Must be able to pass background check and drug screening.

The Uintah Basin Association of Governments is an Equal Opportunity Employer.

Part Time = 6 hours per week

Open Date: 5/18/26

Close Date: Until filled

Education: High School Diploma

Schedule: Tuesday 3-6pm, Thursday 8-11am (Days and Times can be changed if necessary)

Benefits: None

To Apply: Submit application at the Flaming Gorge Food Pantry or email/fax to Kim Dieter at the Uintah Basin Association of Governments.

kimd@ubaog.org

Fax: 435-722-4890

Applications can be found at the Flaming Gorge Food Pantry or online at

www.ubaog.org