



# WE ARE HIRING

## CSA PRODUCE BOX PREP

We are currently seeking a talented produce packer to join our team. The ideal candidate will bring fresh ideas and a sense of pride with their work.

### KEY RESPONSIBILITIES

- Prepare and package CSA produce boxes every day to go out to the customer.
- Collaborate with the team members to ensure the correct amount of produce needed and high quality.
- Assemble and pack daily produce boxes ensuring correct quantities and variety.
- Manage appointments daily with staff and team members
- Label, seal and organize packed boxes.
- Monitor produce inventory and notify of low stock, quality issues or waste concerns.
- Operate basic packing equipment or tools safely (washing stations, knives, etc.)
- Follow daily packing schedules to meet deadlines and ensure boxes are ready on time.
- Assist with receiving, unloading, and storing produce as needed.
- Communicate effectively with team members to coordinate packing tasks and resolve issues quickly.
- Support general farm or packing shed tasks as assigned, especially during peak times.
- Our CSA season will be 12 Weeks. The dates will be from May 11- July 31.

### JOB QUALIFICATIONS

- Reliable transportation and punctual.
- Must be 18+ years old.
- Available mornings Monday- Friday from 7:00 am- 1:00 pm.
- Cell phone to download app for daily time check ins.

Submission Date:

**FEBRUARY 28, 2026**

**APPLY NOW**

Complete the job application  
online at  
[www.pacefamilyfarms.com](http://www.pacefamilyfarms.com)

For more information:  
Michelle Pace Davis, 919-398-2698  
[pacefamilyfarms@gmail.com](mailto:pacefamilyfarms@gmail.com)



# WE ARE HIRING

## CUSTOMER SERVICE REP

We are currently seeking a talented and friendly person to join our team. The ideal candidate will bring fresh ideas and a sense of pride with their work.

### KEY RESPONSIBILITIES

- Greet customers warmly and provide helpful, knowledgeable assistance about produce and farm products.
- Answer questions about pricing, availability and basic storage or preparation
- Promote seasonal items, specials and farm events.
- Accurately ring up purchases using Point of Sale system and cash register.
- Handle cash and card payments with care and precision.
- Keep checkout area clean, organized and well-stocked with bags, baskets and supplies.
- Restock produce displays as needed, ensuring fresh and visually appealing items.
- Rotate produce following first in and first-out practices.
- Report low inventory, customer concerns or produce quality issues to supervisors quickly.
- Work closely with packing and field teams to understand what's fresh and available each day.
- Assist with light cleaning, sweeping or tidying of customer areas.
- Help with special events when needed.

### JOB QUALIFICATIONS

- Reliable transportation and punctual.
- Must be 18+ years old.
- Available mornings and/or afternoons Monday- Friday from 7:00 am- 6:00 pm.
- Cell phone to download app for daily time check ins for payroll.

Submission Due Date:

**FEBRUARY 28, 2026**

**APPLY NOW**

Complete the job application  
online at  
[www.pacefamilyfarms.com](http://www.pacefamilyfarms.com)

For more information:  
Michelle Pace Davis, 919-398-2698  
[pacefamilyfarms@gmail.com](mailto:pacefamilyfarms@gmail.com)