



**The County of Chester
is an Equal Opportunity Employer
and Complies with the
American with Disabilities Act (ADA)**

**CHESTER COUNTY LIBRARY
& DISTRICT CENTER
AND HENRIETTA HANKIN BRANCH**



Requisition# 00676
Title PT Van Driver
Department Chester County Library
Location 450 Exton Square Parkway, Exton, PA

The person in this position serves as a Van Driver, operating a delivery van safely, transferring library materials among the 18 public libraries in Chester County. A valid driver's license is required.

The primary responsibilities of this position are:

- Pack library materials to be delivered each day and load the van;
- Pack and deliver other items, such as inter-library mail, laptops, mobile labs, etc. as needed;
- Deliver, pick-up and sort library materials for delivery to the member libraries on the assigned route;
- Unload materials at the Exton Library and deliver materials and other items to internal library departments;
- Take van for fuel and routine maintenance;
- Perform janitorial or light maintenance duties at the Exton Library when required.

This position requires physical abilities for:

- Stooping, reaching within confined area, climbing stairs, and walking.
- Handling, lifting, and moving bags/boxes of library materials averaging 75-100 lbs.

All library positions require the following criminal background and child abuse clearances: Report of criminal history from the Pennsylvania State Police (PSP); Child Abuse History Clearance from the Department of Human Services (Child Abuse); and Fingerprint based federal criminal history submitted through the Pennsylvania State Police or its authorized agent (FBI).

Position Type: Part-Time / Non-Exempt

Salary Information: \$14.24 per hour.

Shift: 7:30 am – 12:30 pm two to three days a week.

Weekly Hours: 20

Deadline: Applications will be accepted until position is filled.

Original posting date: 3/22/2021

To apply, contact County of Chester Human Resources:
Apply online at www.chesco.org; Job Inquiries: 610-344-6698