



**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



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**Requisition#**           **02479**  
**Title**                   **PT Van Driver / Custodian**  
**Department**       **Chester County Library**  
**Location**           **450 Exton Square Parkway, Exton, PA**

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The Library Van Driver picks up and delivers various library materials to each of the 17 county libraries in a correct and timely manner. There is a regular delivery schedule and each library is visited Monday through Friday.

Essential Duties

- Deliver, pick-up and sort materials for upcoming deliveries, as scheduled.
- Pack items to be delivered each morning, load the van, and check with the office for any special items that are to be delivered.
- Make stops at courthouse, Government Services Center and West Chester Public Library each day for pick-up and delivery, and return to Exton.
- Return to Chester County Library, unload materials, and deliver to internal Exton library departments.
- Organize materials for next day's deliveries.
- Perform other duties, tasks and special projects, as required.

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

**Salary Information**

\$17.26 per hour

**Shift**

Varies

**Weekly Hours**

20

**Deadline**

Applications will be accepted until position is filled.

**Other Information**

Original posting date: October 30, 2023

**To apply, contact County of Chester Human Resources:**  
Apply online at [www.chesco.org](http://www.chesco.org); Job Inquiries: 610-344-6698