



**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# 00116**

**Title FT Delivery Van Driver/Maintenance Worker**

**Department Chester County Library**

**Location 450 Exton Square Parkway, Exton, PA**

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The person in this position is responsible for safely operating a delivery van and transferring library materials among the 18 member libraries in the Chester County Library System.

This includes:

- Packing, delivering, and sorting library materials and other items to be delivered to the member libraries on the assigned route;
- Unloading materials at the Exton Library and deliver materials and other items to internal library departments;
- Taking van for fuel and routine maintenance;
- Serving as backup to Building Superintendent in his absence;
- Performing janitorial or light maintenance duties at the Exton Library when required.

This position requires physical abilities for stooping, reaching within a confined area, and climbing stairs. The person in this position will be handling, lifting and moving bags and boxes of library materials averaging 75-100 lbs. This position requires the ability to interact with staff and the public with courtesy and tact. A valid driver's license is 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:** Full-Time / Non-Exempt

**Salary Information:** \$28,916.16 annually.

**Shift:** 7:30 a.m. - 3:30 p.m. Monday - Friday.

**Weekly Hours:** 40

**Deadline:** Applications will be accepted until position is filled.

**Original posting date:** June 28, 2019

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