Requisition#  00319  
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:** $14.23 per hour  
**Shift:** 7:30 a.m. – 12:30 p.m. two to three days a week.  
**Weekly Hours:** 20  
**Deadline:** Applications will be accepted until position is filled.  
**Original posting date:** 12/27/19  

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