



BCPL Baltimore County Public Library

Part Time Delivery Driver

Monday-Friday Day Shifts, 4-6 Hours/day

At BCPL, staff members have the opportunity to enrich individual lives and build strong communities by delivering exceptional customer experiences, establishing meaningful partnerships, and creating innovative learning spaces. We seek enthusiastic, open-minded, self-motivated individuals who can work well independently and with others. BCPL circulates over 11 million items and provides library services through its 19 branches, 4 mobile library vehicles, and an extensive outreach network. If you are forward thinking and passionate about public service, consider joining BCPL as a part-time **Delivery Driver in the Administrative Offices.**

Key Responsibilities

- Drives a 16 foot delivery truck and performs duties related to sorting, loading, and unloading materials.
- Assists with boxing materials to be sent to Better World Books.
- Assists with sorting materials from delivery and with processing mail.
- When needed performs basic maintenance duties such as minor repairs, basic installation of shelving and furniture, and keeping clean, attractive and safe library buildings and premises.
- Must be able to meet scheduling requirements by arriving to work on time and staying until the end of one's shift.

Education/Experience Requirements

- Graduation from high school or high school equivalency.
- Valid drivers' license in good standing.
- Ability to climb in and out of a ¾ ton van.
- Physical ability to move throughout the truck and to sit and operate a vehicle for up to two hours at a time.
- Ability to lift and carry objects/materials weighing up to 50 lbs. and to push, pull, tilt, and move items weighing up to 185 lbs.
- Ability to bend, kneel, crouch, stretch and climb a ladder when performing work related tasks.
- May be required to work evenings and weekends
- Post offer background check

Hourly Salary: \$12.63-\$15.02, commensurate with experience.

To apply:

Go to www.bcpl.jobs/#apply and follow the directions to complete an application. Email your application to humres@bcpl.net. Only applications sent by email will be accepted. Clearly indicate the title **Driver** on your application **and** in the subject line of your email. Should you need assistance with the application please visit any branch.

Open Until Filled

Vacancy #:2016-057