



Wayne County Public Library
Bookmobile
Wooster Operations Center

Position Opening

Title: Substitute Bookmobile Driver

Date Posted: April 22, 2025

Job Responsibilities: Under general supervision, the bookmobile driver operates the library mobile bookmobile branch; provides public service to patrons; and performs various other bookmobile related duties.

Illustrative Duties: Follows an assigned route of bookmobile stops. Assists in shelving returned materials. Assures that the vehicle is properly maintained and in good repair. Assures the vehicle is prepared for the next day's run.

Working Conditions/Benefits: Part-time/**variable**, hours would be scheduled based on the staff coverage and the needs of the department. Schedule can include possible evening hours.

Qualifications: High school diploma or equivalent. A valid Ohio driver's license with an acceptable driving record. **A current Class B CDL is preferred but not required.** Knowledge of basic commercial vehicle maintenance, traffic laws and regulations. Ability to lift up to 50 pounds.

Skills and Abilities: Safely operates a 30-35 ft. bookmobile in all weather conditions. Performs basic maintenance, and safety inspections. Presents a positive, professional image to the public. Interacts and responds appropriately to patrons and staff. Develops and maintains effective working relationships with other program staff. Assists in organizing bookmobile materials. Communicates effectively in written and oral form. Able to maintain confidentiality.

Starting Pay: \$14.95 per hour for non CDL driver / \$17.55 per hour for CDL driver.

Application Procedure: Applications may be obtained at any of our locations or online at www.wcpl.info. Completed library application forms and resumes may be emailed to: jobs@wcpl.info or mailed to:

Wayne County Public Library
304 N. Market
Wooster, OH 44691.
Attn: Human Resources

Deadline: Applications accepted until the position is filled.

In compliance with Federal and State equal employment opportunity laws, the Wayne County Public Library considers qualified applicants for positions without regard to age, race, color, religion, gender, sexual orientation, national origin, disability, or ancestry