



Aurora  
Public  
Library  
District

## **BOOKMOBILE DRIVER (Part time)-Santori**

Are you a friendly, energetic person with a passion for reading who enjoys lively conversation and want to make a difference in the lives of our outreach customers? If so, there may a place for you in the Outreach Services Department. Your primary focus will be operating and working on the Bookmobile, visiting schools and participating in special events.

### **In this role you will**

- Operate the bookmobile and delivery van on a regularly scheduled basis
- Perform daily inspection of vehicles
- Maintain daily log of vehicles and schedule service appointments as needed
- Drive the bookmobile to community or special events
- Act as a circulation clerk: assist customers, check out items, issue library cards and restock materials on the Bookmobile
- Coordinate with full-time Bookmobile driver to maintain vehicle invoices, recommend stops and plan driving routes

### **Minimum Qualifications**

- Valid Illinois CDL driver's license with air brake certification
- High school diploma or equivalent
- Must be at least 21 years old
- Minimum one-year work experience working with the public
- Knowledge of PC and office software applications
- Ability to lift over 50 pounds, and push 100 pounds on a wheeled book cart
- Must be able to work in all conditions
- Spanish language skills are a plus
- Subject to IDOT physical and drug testing

### **Schedule**

- 20 Hour Work Week Schedule, Every 3<sup>rd</sup> Saturday with a day off the following week. Flexibility to accommodate evening special events and holiday parades. School Year hours to begin in the fall of 2024.

<b>Schedule</b>	<b>School Year</b>	<b>Summer</b>
Saturday	8:00 – 4:30	8:00-4:30
Sunday	Off	Off
Monday	7:30-11:30	7:30-4:30
Tuesday	11:00-8:00	7:30-4:30
Wednesday	12:00-4:00	12:00-4:00
Thursday	4:00-8:00	Off
Friday	Off	Off

## **Benefits**

Starting hourly rate at \$17.91  
Pro-rated vacation, holiday, personal and sick days  
IMRF pension plan

**Application deadline:** April 17<sup>th</sup> 2024-April 30<sup>th</sup> 2024

## **To apply:**

If this sounds like the role for you, please send your application, resume and cover letter to [hrdirector@aurorapubliclibrary.org](mailto:hrdirector@aurorapubliclibrary.org).

A copy of our application can be found at [https://aurora.libnet.info/images/pdfs/aurora/HR/Application\\_for\\_Employment.pdf](https://aurora.libnet.info/images/pdfs/aurora/HR/Application_for_Employment.pdf)

## **About APLD:**

Our [strategic plan](#) includes Advancing through Equity, Achieving School Success, Restoring Aurora and Welcoming New Americans. We're dedicated to providing excellent customer service in a diverse urban area. Our 97,000-square foot main library which opened in 2015 includes a makerspace and a media production lab. We also have two branches and a bookmobile. We serve six school districts in four counties, and our bookmobile provides library services to students in East Aurora School District 131.