



Position: Courier

Location: Main Library at Rock Hill

About Us:

- The mission of the York County Library (YCL) is to enrich and sustain the lives of the citizens of York County by providing library services that meet their informational, recreational, and lifelong learning needs.
- Serving York County, S.C., YCL is headquartered in Rock Hill, with branches in Clover, Fort Mill, Lake Wylie and York. In addition, YCL has a bookmobile and a specialized wheelchair accessible sprinter van to provide outreach services.
- Continuing its commitment to learning for education and entertainment, YCL offers a variety of free programs for adults, teenagers and children. From author visits to theatre performances, everyone can find something to meet their interests. YCL also provides classes for learning to use computers and the Internet.
- Along with its collection of print material, audiobooks, downloadable material and more, YCL also offers numerous electronic resources through its website and Virtual Library, most of which can be accessed around the clock from any computer. With computer terminals featuring Internet access, educational software, and more at all locations, YCL is well-equipped to meet the needs of the community in this digital age.

Starting Salary, Hours, & Benefits:

- Beginning salary is \$13.25 an hour for 15 hours per week; the typical weekly work schedule is Monday through Friday, but some weekend hours may be required.
- The benefits package for the Courier includes state retirement.

Essential Duties & Responsibilities:

- The Courier position is responsible for the loading, unloading and transportation of books and other materials between the Main Library and the other four library branches, as well as to and from the Friends Bookstore on Main Street.
- Other duties, such as recycling materials and taking the delivery van in for maintenance, may be assigned by the hiring manager.

Required Training & Experience:

- Requires a high school diploma or an equivalent combination of education, training and experience.
- A valid driver's license in good standing is required.

Preferred Training & Experience:

- Customer service, self-motivation, and problem-solving skills.

Application Process:

- Applications are available at any York County Library or online at www.yclibrary.org.
- Resumes are required, and will not be accepted in lieu of a York County Library employment application. Incomplete applications will not be considered.
- The completed application along with the accompanying resume may be hand delivered, mailed or emailed to Alvina Jefferies (alvina.jefferies@yclibrary.org), Circulation Manager, 138 East Black Street, Rock Hill, SC 29730.
- Eligible candidates will be called for an interview after the closing date listed on the posting; those selected will be required to submit a three-year driving record issued by the DMV.
- Due to the high volume of applications received, acknowledgement of their receipt will not be sent to applicants.

Posting closes February 24, 2023.

York County Library is an equal opportunity/affirmative action employer committed to achieving excellence and strength through diversity. York County Library seeks a wide range of applicants for its positions so that one of our core values, a qualified and diverse workforce, will be affirmed. Americans with Disabilities Act (ADA) compliance requires York County Library to provide reasonable accommodations to qualified individuals with disabilities. Prospective and current employees are invited to discuss accommodations.