



# Azalea Regional Library System

Serving Greene, Hancock, Jasper, Morgan, Putnam, and Walton Counties

POSITION: Delivery Services - Substitute

HOURS: As needed; routes typically averages 7-8 hours/day

SALARY: \$84.00/per day

DEADLINE: Open until filled

LOCATION: Regional Headquarters Office, Madison GA

## QUALIFICATIONS

High school diploma or GED required. Must have a valid driver's license with a good MVD record. Must be authorized to work in the United States. Verification of identity and employment authorization through E-Verify will be required.

## POSITION SUMMARY

This position is for a substitute driver to fill in when a regular delivery driver cannot work. The Regional System has a transit van that delivers internal packages and mail to nine libraries in a six county system. Drivers will follow a set route (typically mornings) and deliveries and pick-ups are made daily to each library & HQ.

## PHYSICAL DEMANDS

This position requires the driver to stand, walk, sit and safely operate a company-provided transit van. The delivery driver is required to reach and lift with both hands and arms, crouch, stoop and bend with both legs, use a hand truck and lift and move up to fifty (50) pounds in a single package. Good manual dexterity skills are required as well as good eye-hand coordination. Delivery drivers must be comfortable driving and working in varying weather conditions and be able to independently load and unload items to be delivered.

## HOW TO APPLY:

Qualified applicants should submit a cover letter, resume, and three professional references electronically to [hr@azalealibraries.org](mailto:hr@azalealibraries.org) or mail an application packet to Azalea Regional Library System, % Human Resources, 1121 East Ave., Madison, GA 30650. Incomplete submissions will not be considered. THE AZALEA REGIONAL LIBRARY SYSTEM IS AN EQUAL OPPORTUNITY EMPLOYER AND DRUG FREE WORKPLACE.