



JOB POSTING – Internal/External Mobile Library Driver/Library Clerk

COMPETITION NO:	2018-024
TERMS:	Casual
START DATE:	To be determined
APPLICATION DEADLINE:	16:00, May 22, 2018

Our Library System

The Regional District provides library services to a population of 132,663 in the Central Interior of British Columbia through 13 branch locations and a Mobile Library. The Library team is provided with opportunities for professional growth in an atmosphere that encourages new initiatives. Our Library team is committed to working collegially and building partnerships within and outside the library system to provide excellent public service.

The Role

An exciting opportunity for an individual who has excellent driving skills, enjoys meeting local community members, and can relate to the diverse population of the regional district. The current Mobile Library is a brand new retrofitted 36' International 5 ton truck, mounting a custom built box with three slides and a generator.

The casual Mobile Library Driver/Library Assistant drives the Mobile Library to a number of communities in the regional district and provides general library services to the patrons in the areas. He or she is knowledgeable about library materials and shares an enthusiasm for these materials and library services with the public. He or she performs pre and post trip inspection of Mobile Library and generator, troubleshoots minor repairs, and performs routine tasks that require heavy lifting, pushing and pulling, including chaining up and washing the Mobile Library. Work is on a relief basis and will include daytime, evening, weekend and overnight shifts. Some shifts may include working alone.

The Ideal Candidate will have:

- A passion for helping others and a belief in the importance of literacy
- Ability to build strong connections to the communities
- Excellent oral, written and interpersonal communication skills
- Demonstrated ability to multi-task and work under pressure within tight deadlines and regular interruptions
- Ability to work independently and as part of a Library System team
- A valid class 5 BC driver's license with On-highway Air Brake Endorsement, along with a clean driver's abstract
- Minimum 2 years' experience driving a large single-axle vehicle with air break capabilities in all weather conditions
- Mechanical aptitude – ability to effectively monitor vehicle performance and mechanical fitness via pre- and post-trip inspections
- Heavy physical exertion is required: stand or walk for full work day, heavy pushing, pulling, lifting or carrying
- Grade 12 or GED equivalent
- A strong technical aptitude. This includes:

- Understanding of Windows, Android and iOS operating systems and familiarity with Microsoft Office programs
- Minimum typing speed of 35wpm
- Knowledge of the methods and practices used in operating peripheral equipment such as printers, USB drives and wireless internet connections
- Skill investigating and resolving anomalies in a database environment
- Ability to work with and learn a variety of software applications independently
- Ability to assist patrons with e-readers, tablets, smartphones, social media, email and ebooks/audiobooks

Assets

- Completion of a children’s literature course from a recognized college or university or completed the CLTP Children and Young Adult courses (or equivalent)
- Experience working with children (other than own) in a professional capacity. For example, teacher, day care worker
- Experience designing and delivering children’s programs
- Mother Goose training and Food Safe certificates

Successful candidate must be available on short notice for daytime, evening, weekend and overnight shifts.

The position is subject to the provisions of the Collective Agreement with the BC Government and Service Employees’ Union, local 705. This is a Grid 10 position, which pays \$23.12 - \$25.69 per hour. The TNRD requires that all successful applicants undergo a Criminal Record Check.

If you are interested in applying for this position, please email your cover letter and resume to: **humanresources@tnrd.ca by 16:00 on May 22, 2018, quoting Competition 2018-024.**

All applications must include a cover letter and a resume outlining your qualifications and experience. Please send your attachments in pdf or Word format.

Applications not fulfilling the criteria set out in this job posting will not be considered. Your application should clearly outline the qualifications, and/or abilities, and experience you have for this position.

Thank you for considering the Thompson-Nicola Regional District as a place to share your talents!

We thank all applicants for their interest however, only those candidates under consideration will be contacted.

MUNICIPALITIES: Ashcroft, Barriere, Cache Creek, Chase, Clearwater, Clinton, Kamloops, Logan Lake, Lytton, Merritt, Sun Peaks
ELECTORAL AREAS: “A” “B” “E” “I” “J” “L” “M” “N” “O” “P”