



The Wethersfield Library announces openings for the following position

Part Time Library Page

Reports to: Public Services Manager
Schedule: Must be flexible to include evenings and weekends
FLSA: Non-exempt
Status: Part-time (Hourly – up to a maximum of 19 hours per week)
Hourly Rate: \$10.10
Benefits: Sick leave is provided consistent with State of Connecticut Regulations.
There are no other benefits associated with this hourly position.
Union/Non-Union: Non-Union
Posting Date: Friday July 13, 2018
Closing Date: Monday July 30, 2018

As a part time Library Page you will work with a team of staff to provide outstanding service to the community of Wethersfield. We are looking for someone who is customer focused, detailed oriented, collaborative, and helps ensure the delivery of quality results.

Examples of duties include: accurately sort, organize, and shelve print and non-print materials by alphabetical, numerical, alphanumeric, and topical order in a timely manner; provide directional information to patrons; assist in keeping all areas of the library in a clean, neat, and orderly condition; assist in program setup and take down; straighten and clean materials, furniture, fixtures, equipment, and toys; perform other duties as required or other tasks/assignments as necessary

This position requires: high school diploma or equivalent or currently enrolled in high school or equivalent; minimum of 16 years of age; ability to read and write in English; ability to work with fine detail; schedule must be flexible to include evenings and weekends. Examples of preferred qualifications include: previous experience working or volunteering with the general public; previous experience working or volunteering in a library setting.

Visit <https://www.wethersfieldlibrary.org/job-openings/> for complete job description.

A completed application may be delivered to the Town of Wethersfield's Human Resources Department or mailed to: 505 Silas Deane Highway, Wethersfield, Connecticut 06109; or emailed to: HR@wethersfieldct.gov.

Closing date: Monday July 30, 2018. No phone calls or other inquiries please.

Successful candidate must pass a written and practical exam, interview, physical, drug testing, and background check prior to employment.

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