

Job Title:

Library Clerk I

FT/PT:

Part Time

Schedule:

Monday, Tuesday, and Wednesday evenings from 1pm-8pm & Every 4th Saturday from 9a-5p.

Salary:

\$9.00-\$10.00/hr dependent upon qualifications

Position Description:

The Silvis Public Library is seeking a team member who is dedicated to excellence in service and is passionate about serving a diverse community.

This position is responsible for assisting patrons in the use of the library, its materials, services and electronic resources; pre-processing of library materials; shelving of library materials; and Circulation Desk responsibilities. Excellent organizational skills, knowledge of Microsoft Office, and the ability to handle multiple tasks effectively are also necessary. Library experience preferred, but not required. \$9.00-\$10.00 per hour, dependent upon qualifications. IMRF position. Equal Opportunity Employer.

Please submit cover letter and resume via email by Midnight, March 15th to afry@silvislibrary.org.
Position will remain open until filled.

For complete job description, visit the Silvis Public Library's website at www.silvislibrary.org.