

Durham Public Library

Position:

- Library Page/Shelver
- 7.5 hours per week /\$16.35 per hour

Preferred Qualifications:

- Applicable library experience

Required Competencies:

- Ability to read, write, and alphabetize
- Ability to learn the Dewey Decimal system and other library filing systems
- Familiarity with office computer applications
- Ability to communicate effectively with staff and patrons.
- Attention to detail

Essential Functions:

- Returns items to shelf accurately
- Assists with maintaining order of collection
- Assists with creating displays
- Assists with preparations for library programs
- Assists with maintaining order and cleanliness of library
- In addition to essential functions, all employees are expected to carry out other duties as assigned

To apply please complete the online application form and email to Lauren Redfield, Library Director, at lredfield@durhamlibrary.org. Deadline for submission is 5:00 p.m. on Friday, July 25.