

# **JOB ANNOUNCEMENT**

## **Part-Time Library Assistant**

Friendly? Energetic? Customer Service Oriented?

If that's you, the Cranbury Public Library is looking to add a part-time Library Assistant to our team. Excellent interpersonal, verbal and written communication skills, proficient computer skills and attention to detail are required. Duties include circulation, basic reference work, processing materials, and assisting library patrons. Must be able to exercise judgment in public service situations and perform several jobs simultaneously. Applicant must be available to work various shifts, including daytime, evenings and some weekends. Hours are 13-20 hrs/week. Knowledge of Polaris ILS a plus, but not required.

Starting salary is \$20.25 hr.

Application available at [www.cranburypubliclibrary.org](http://www.cranburypubliclibrary.org) Submit your resume and application to: [jobs@cranburypubliclibrary.org](mailto:jobs@cranburypubliclibrary.org)

Applications will be accepted until position is filled.