



## **Position Opening**

**Title:** Page

**Date Posted:** April 11, 2024

Rodman Public Library is seeking applicants for a Page. This is a part-time position for 15 hours per week (up to 24 hours per week in the summer months) with a starting pay of \$11.50 per hour. The successful candidate must have the ability to work a flexible schedule, including evenings and weekends. Efficiency and attention to detail are critical skills needed for this position.

**Qualifications:**

- Must be age 16 or above
- Ability to work a flexible schedule, including some evenings and weekends
- Ability to quickly learn Dewey Decimal Classification and other alphabetical filing systems
- Ability to perform physical work including lifting 40 lbs.

**Job Responsibilities:** Under general supervision, the Page sorts and shelves library materials, keeps shelves neat and organized, cleans library items using necessary supplies and equipment, and other duties as assigned.

**Application Procedure:** To be considered, interested applicants must scan and submit a completed Rodman Public Library to [employment@rodmanlibrary.com](mailto:employment@rodmanlibrary.com). The application form can be found online at [rodmanlibrary.com/employment](http://rodmanlibrary.com/employment) along with the full job description.

**Deadline:** Applications will be accepted until the position is filled. No phone calls please. Rodman Public Library is an equal opportunity employer.