

LIBRARY ASSISTANT – AMERY AREA PUBLIC LIBRARY

The Amery Area Public Library seeks a part-time library assistant to work during day, evening and weekend hours.

Responsibilities: The library assistant reports to the library director and performs clerical and other library work as required. Essential duties include staffing the circulation desk, assisting with library programs, and reshelving library materials.

Qualifications: High school diploma or equivalent required. Strong customer service and computer skills required.

Compensation: The starting wage is \$11.00 per hour. Position is a minimum of 20 hours per week, evenings and weekends required.

Please submit your resume and cover letter via email to jnalen@amerylibrary.org or mail to: James Nalen, Director, Amery Area Public Library, 225 Scholl Ct., Amery, WI 54001. A detailed job description is available on our website at <http://www.amerylibrary.org/node/11>. First preference will be given to applications received by October 31, 2017.