

THE WILMINGTON LIBRARY

Part-Time Employment Opportunity

POSITION: Community Service Worker I
SALARY: \$10.61 per hour
HOURS: **20 hours per week**, including evening hours and Saturdays
LOCATION: Wilmington Public Library

GENERAL DUTIES:

Perform a variety of technical, clerical and public service tasks according to established library procedures. The employee does other related work as required.

An employee in this class performs a wide variety of basic clerical and public service duties and is supervised and evaluated by the coordinators of the Public Service Desk.

MINIMUM QUALIFICATIONS:

Qualifications include the ability to understand and follow directions, to learn library terminology and procedures, to keep records and make reports. Also, the ability to maintain good working relationships with other employees and a satisfactory public service attitude are required. Employee should have successfully completed a standard high school course of instruction. Bachelor's degree in English, preferred, or an equivalent combination of experience and education, which provides the required knowledge, skills and abilities.

Position at the Wilmington Public library, 10 E. 10th Street, Wilmington, DE 19801

POSTING DATE: Monday, Dec. 3rd, 2018

CLOSING DATE: Monday, Dec.10, 2018

REFER INQUIRIES TO:

Pam Beaumont pam.beaumont@lib.de.us or
Renee O'Donnell: renee.odonnell@lib.de.us