



JOB ANNOUNCEMENT

- Date: May 11, 2017
- Position: CIRCULATION DESK ASSISTANT (hourly, part-time)
- General Duties: Assist in library circulation functions, assist in stack maintenance, help public with locating and interpreting library resources, perform other duties necessary to complete daily operations of the department and library.
- Qualifications: High school diploma required. Experience working with the public preferred. Must be able to shelve materials, push, pull and lift 40 (forty) pounds, and stand for long periods of time.
- Salary: \$8.25 per hour. No benefits.
- Schedule: Maximum 17 hours per week; some weekend and evening work required.
- Apply to: Administration

Applications may be picked up and submitted at the Circulation Desk, downloaded and submitted online from our website @ www.conyersrockdalelibrary.org, or mailed to: Nancy Guinn Memorial Library, ATTN: ADMIN, 864 Green St., Conyers, GA. 30012.

THE CONYERS-ROCKDALE LIBRARY SYSTEM
IS AN EQUAL OPPORTUNITY EMPLOYER
DRUG FREE WORKPLACE