Perry County District Library

Job Posting

March 22, 2021

(Internal/External Posting)

Job Title:	**Branch Library Technician (Thornville Branch Library)**
Status:	Part-time/15-29.5 hours
Pay Range:	starts at $ 11.50/hour
Immediate Supervisor:	Branch Manager
Education Required:	High School Diploma or G.E.D. equivalency required. Previous experience working in a library setting and/or higher education/ training preferred. Basic computer skills and knowledge of common software (Microsoft Office) required. Experience working with the public preferred. Previous user of the library on-line catalog preferred. Ability to use basic office machines (scanner, fax, cash register, and copier) required.
Position Description:	Interacts directly with library users. May work at other locations as needed. Performs a variety of tasks dealing primarily with the circulation of materials to library users, reference assistance, and computer assistance. Availability during evening and weekend hours required.

Complete job description is available at the library.

Please submit cover letter and resume to:

Perry County District Library, 117 S. Jackson Street, New Lexington, OH 43764

or e-mail mmarolt@pcdl.org