

CITY OF MANCHESTER

HUMAN RESOURCES DEPARTMENT

ONE CITY HALL PLAZA

MANCHESTER, NH 03101

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LIBRARIAN I

(Announcement Number R-17-15)

Salary Grade 16

Starting Pay: \$19.20 per hour

Part time: 20 hours per week – may include nights and weekends

THE JOB: Provides public library services at a library location; staffs information services desk and other public service desks. Determines patron needs and provides guidance, reader's advisory and related library services to patrons. Responsible for some collection development activities; performs directly related work as required.

MINIMUM

QUALIFICATIONS:

Graduation from an accredited college or university with a Masters of Library Science Degree; and 1-3 years library experience required; or equivalent experience and training.

NOTE: Offer of hire conditional on candidate's ability to complete essential job functions, with or without accommodation, as determined by passing a medical exam, including alcohol and drug tests.

APPLICATION

PROCEDURE:

Candidates must complete a city of Manchester Employment Application available at City of Manchester website www.manchesternh.gov/jobs or in person at HR Dept. City Hall Annex. Submission of a resume is optional.

OPENING DATE: Thursday, April 2, 2015

CLOSING DATE: Open until filled.

OFFICE HOURS: Monday through Friday, 8:00 AM to 5:00 PM

The City of Manchester is an Equal Employment Opportunity Employer

*****PLEASE POST*****