



**LINCOLN
PUBLIC
LIBRARY**

**Employment Opportunity
Circulation Clerk
Part-time Casual**

The Lincoln Public Library is searching for a part-time Circulation Assistant to work at both the Fleming (Beamsville) and Rittenhouse (Vineland) locations. This position is responsible for circulation functions such as checking in and out library materials, issuing borrower cards and explaining circulation policies to patrons, answering general information requests, shelf reading and assisting patrons on the public Internet computers and personal devices for library e-resources.

The successful candidate will require post-secondary education, customer service experience and a working knowledge of computers, software, databases and the Internet. Transportation is required for travel to both locations.

Salary: \$22.96 per hour. A variable schedule including evenings, Saturdays and Sundays.

Please direct written applications in confidence by **October 15, 2018** to:

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