 t (586)731.4141

f (586)731.0769

7530 Auburn Road

Utica, MI 48317

**Part-Time Library Page**

**Salary:** $10.00 -\*$11.00 per hour \*(depending on qualifications)

**Hours:** 8-12 hours per week; some evenings and weekends may be required

**Age Requirement:** 16 years +

**Primary job duties:**

* Checks, sort and shelve all returned material. Reshelf material when necessary.
* Assume responsibility for appearance of reading area, public computers, display racks, bulletin board and lobby.
* Provides direct assistance to patrons when needed.

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* Perform other library duties as assigned

**Qualifications:**

* Strong attention to detail
* Self-motivated
* Ability to work under supervision
* Flexibility to work evening and weekend when needed
* Ability to lift, push and/or pull at least 20 pounds

**Send resume with references to:** Francisk@libcoop.net

or by mail, Attention: Katherine Francis, Director

Utica Public Library

7530 Auburn Road, Utica, MI 48317

**Deadline for applications:** OPEN UNTIL FILLED