



**City of Newburyport**  
**Library**  
**Library Technician- part time (20 hours/week)**  
**AFSCME**  
**POSITION OPENING**

**Posting Date – November 22, 2016**

**Position: Library Technician – part time**

**Duties:**

Assist patrons at public service desks. Typical duties include answering the phone, checking materials in and out, issuing library cards, maintaining patron records, performing network transfer tasks and shelving materials. May assist with children's programs and participate in materials selection. Schedule includes two evenings, Saturdays and a rotation of Sunday afternoons (Oct.-April).

**Required Qualifications:**

- **Bachelor's Degree preferred. Applicants with a high school diploma and 2 years of computer, library or office experience may be considered.**

**Hours and Salary:**

- **20 hours/week**
- **AFSMCE Grade 6**
- **\$18.62-\$21.36 /hour in 5 steps**

**Estimated Starting Date: December 19, 2016**

**Full Job Description attached**

***Securing this position will also be dependent on the results of a CORI check. To apply, send cover letter and resume to:***

***Cynthia Dadd, Head Librarian  
Newburyport Public Library  
94 State Street  
Newburyport, MA01950***