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## **Career Opportunity**

Position: Library Technician I – Children's (Part-time)

**Department: Wilson County Public Library** 

Position #: 6110-092-03 ESC Job Order:010164851 Salary: \$8.71 per hour

<u>DESCRIPTION OF DUTIES:</u> Performs specialized library work providing children's services in the County Library Department. Work involves performing operations of the Library's children's desk, including assisting patrons in obtaining materials, responding to questions regarding children's programs and services (including computer services) and shelving children's material. Applicant must be available to work varying, flexible hours including daytime, night and Saturday work on a rotation.

<u>MINIMUM EDUCATION AND EXPERIENCE:</u> Preference will be given to applicants with library and computer experience. Graduation from high school with two years of experience in computer use and general office work preferred; or any equivalent combination of training and experience which provides the required skills, knowledge and abilities.

<u>APPLICATION PROCESS</u>: All applicants must complete and submit a Wilson County application form by the closing date. A resume may be attached, but is not a substitute. Incomplete or unsigned applications will not be processed. <u>Pre-employment drug screening required.</u>

**Application Deadline: Continuous until filled** 

## Applications can be obtained by contacting:

Employment Security Commission 302 Tarboro Street, West Wilson, North Carolina 27893 Telephone: (252) 234-1129

**Posting Date: 12/24/12**