

# Perry County District Library

## Job Posting

March 22, 2021  
(Internal/External Posting)

Job Title: **Branch Library Technician  
(Crooksville Branch Library)**

Status: Part-time/15-29.5 hours

Pay Range: starts at \$ 11.50/hour

Immediate Supervisor: Branch Manager

Education Required: High School Diploma or G.E.D. equivalency required. Previous experience working in a library setting and/or higher education/training preferred. Basic computer skills and knowledge of common software (Microsoft Office) required. Experience working with the public preferred. Previous user of the library on-line catalog preferred. Ability to use basic office machines (scanner, fax, cash register, and copier) required.

Position Description: Interacts directly with library users. May work at other locations as needed. Performs a variety of tasks dealing primarily with the circulation of materials to library users, reference assistance, and computer assistance. Availability during evening and weekend hours required.

*Complete job description is available at the library.*

*Please submit cover letter and resume to:*

*Perry County District Library, 117 S. Jackson Street, New Lexington, OH 43764  
or e-mail [mmarolt@pcdl.org](mailto:mmarolt@pcdl.org)*



Perry County District Library ▪ [www.pcdl.org](http://www.pcdl.org)

117 South Jackson Street, New Lexington, OH 43764