

# Perry County District Library

## Job Posting

*(Internal and External Applications Being Accepted)*

Posted: January 26, 2021

Job Title:	<b>Tech Services Technician</b>
Status:	Part-time/15-29.5 Hours per week
Pay Range:	Begins at \$11.50 per hour
Immediate Supervisor:	Director
Education Required:	High School Diploma/GED required. At least two years relevant library experience preferred. Accurate and efficient data entry and basic computer skills required. Knowledge of integrated library system (ILS) preferred. Experience working with the public preferred. Must be detail-oriented.
Position Description:	This employee will be assigned to the Tech Services department of the main library in New Lexington. The employee must be able to work evenings and weekends, and may be required to travel to branch libraries to work as needed. Performs a variety of tasks primarily focused on receiving, preparing, processing and mending library materials.

A complete job description is available upon request.

To apply, please submit a cover letter and resume to  
Melissa Marolt, Director at [mmarolt@pcdl.org](mailto:mmarolt@pcdl.org) or mail to  
117 S. Jackson Street, New Lexington, OH 43764.