

POSITION(S) OPEN

Paraprofessional (Part-Time)

50 weeks/year 18-25 hours/week \$13.70/\$14.12/\$14.54/\$14.96

Schedule includes day, evening and weekend hours.

Performs routine and complex tasks related to circulation, interlibrary loan, or technical services. Staffs circulation desk including reference, Internet searching, and reader's advisory work. Must be knowledgeable in library polices and enforce such, while supervising other part-time employees. Must be skilled in using Microsoft Office products. Associate's degree or comparable education such as enrolled in college required.

Application forms available at Shiawassee District Library, Durand Memorial Branch, 700 N. Saginaw St., Durand. Application and/or resume due by March 28, 2018 to Nancy Folaron, Assistant Director, 700 N. Saginaw St., Durand, MI 48429.

03/07/2018