



Circulation Clerk

The Rossland Public Library is hiring a Circulation Clerk.

This is a part-time, temporary position consisting of nine hours per week, all evening hours, with the possibility of additional on-call hours.

The Circulation Clerk will be expected to perform regular circulation tasks such as checking items in and out, shelving materials and assisting patrons in finding materials. There will be other tasks as required.

The incumbent will have excellent communication skills, and will be a self-starter who can also work as part of a team. A willingness to learn and customer service experience will serve the incumbent well. General computer knowledge is essential.

Start date: immediately

End date: 30 June 2020

Salary: \$14.00/hour

Send resumes with a cover letter to: director@rossland.bclibrary.ca.

Any attachment must be in pdf.