



NOPL Brewerton
5437 Library Street
Brewerton, NY 13029
P: 315-676-7484
F: 315-676-7463

NOPL Cicero
8686 Knowledge Lane
Cicero, NY 13039
P: 315-699-2032
F: 315-699-2034

NOPL North Syracuse
100 Trolley Barn Lane
North Syracuse, NY 13212
P: 315-458-6184
F: 315-458-7026

Part-time Library Clerk 1 Position

The Northern Onondaga Public Library has an opening for a part-time Library Clerk to work 14 hours per week, fixed and flexible shifts.

Fixed shifts:

Sundays (North Syracuse)	12:00 PM-4:00 PM
Wednesdays (North Syracuse)	3:00 PM-8:00 PM
Thursdays (North Syracuse)	9:30 AM-2:30 PM

Job Description: This position requires strong customer service skills, understanding and ability to work with people of all ages, the ability to juggle multiple demands, and a knowledge of and comfort with current technology. The clerk will assist in circulation, shelving, assisting patrons, and perform other duties as assigned.

Pay Rate: starting pay is \$16.20 per hour. Part-time staff members are eligible to join the New York State Retirement System, and receive some employee benefits (vacation and sick leave).

Duties/Description: Provide customer service at the circulation desks, and perform other tasks in the libraries as needed.

Minimum Qualifications:

- High School diploma or equivalency required.

To Apply: Send a resume and cover letter to Sarah Heukrath, NOPL North Syracuse Manager at sheukrath@nopl.org

Deadline: Until filled.