



TOWN OF BURLINGTON



**BURLINGTON
Public Library**
Connect, Discover, Enjoy

Lori Hodgson, Library Director
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May 12, 2017

Vacancy Library Page

Position: 10 hours per week consisting of 2-3 afternoons and every other Saturday morning. The Summer schedule changes slightly. Opportunity for extra hours (overtime) on Sundays from September to mid – June and Saturdays during the Summer months.

MAJOR DUTIES:

1. Reshelf books, magazines and non-print materials.
2. Pull books from shelves as directed.
2. Keep shelves neat and in good order.
4. Perform other tasks requiring similar levels of skill and responsibility, as assigned.

QUALIFICATIONS: Applicant must be reliable, able to work independently and have good attention to detail. He/she must be able to move loaded book carts and reach all shelves to six-foot level, with or without kick stool. Previous library or other similar work experience preferred.

COMPENSATION: \$10.00 per hour

APPLICATION PROCEDURE: Applications are available at the library and must be returned to: Library Director, Burlington Public Library, 22 Sears St., 01803.
Open until filled, preference given to applications received by May 26, 2017.

PLEASE NOTE: MA General Laws mandate that any individual having direct contact at any time with either children or senior citizens be subject to CORI screening by the Criminal History Systems Board. A CORI check would only be completed on an applicant as a final step in the interview process. Any conditional offer of employment is contingent upon notification to the Town of Burlington that the applicant has “No Record” on file. AA/EOE