



Bexley  
Public Library

**Bexley Public Library**  
2411 E. Main St.  
Bexley, OH 43209  
614-231-9709

## EMPLOYMENT OPPORTUNITY

**Position Title:** Library Associate

**Date of Posting:** 08/28/2015

**Applications Due:** 9/7/2015

**Designated Position Hours:** 14

**Rate of Pay:** \$15.65/hour

**Schedule:**

- Monday & Wednesday 5-9
- Every-other Saturday 9-6, Sunday 1-5

**About the Library:**

The mission of Bexley Public Library is to enlighten, engage, and inspire a community of lifelong learners. BPL is committed to providing exceptional library service in a dynamic and collaborative work environment.

**Description:**

The Library Associate works directly with patrons and assists with locating library materials and using library resources; makes recommendations for books, movies, and music; provides technology training and assistance; and works on special projects, including programming. The successful candidate must enjoy working with people and will possess excellent customer service skills, the ability to work both independently and collaboratively as a team member, a high degree of comfort with technology, and the ability and desire to learn and apply new skills.

**Required Qualifications:**

Bachelor's degree and at least one (1) year of customer service experience, preferably in a library setting; or an equivalent combination of knowledge, skills, and experience

**A complete list of requirements and the full position description are available on the library's website: [www.bexleylibrary.org/employment](http://www.bexleylibrary.org/employment)**

**TO APPLY:** You must complete an Application for Employment, which can be found online at [www.bexleylibrary.org/employment](http://www.bexleylibrary.org/employment). E-mail the completed application along with a copy of your cover letter, resume, and contact information for three professional or academic references to: [employment@bexleylibrary.org](mailto:employment@bexleylibrary.org).