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## **Training Services Supervisor**

**Full-time/Exempt Position - 40 hours per week**

Rocky River Public Library is seeking a Training Services Supervisor. This leadership position requires strong organizational skills, the ability to work collaboratively with staff and other leadership positions, strong decision-making skills, and an excellent ability to communicate orally and in writing.

Responsible for effectively supporting the Training Services Manager by scheduling departmental staff, training library staff, and assisting Training Manager as needed. Also oversees the Computer Lab as directed by department manager. See job description for further details.

Bachelor's Degree and three years of experience in public library is preferred. Candidates should be good listeners and communicators, present an up-beat attitude, and place top priority on customer service.

Salary range is **\$36,480 - \$54,720** (dependent on qualifications).

Send cover letter, resume, and completed employment application (email preferred) to:

[jobs@rrpl.org](mailto:jobs@rrpl.org)

Sherry Shuster, HR Generalist

Rocky River Public Library

1600 Hampton Road Rocky River, OH 44116

**DEADLINE: 5:00 p.m. on Wednesday, April 20<sup>th</sup>, 2022**

Employment applications are available at the circulation desk of the Library or online at: <https://rrpl.org/employment/> . No phone calls, please.

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