CITY OF ROCHESTER (NY)
invites applications for the position of:

Library Page/Part-Time

SALARY: $15.00 Hourly
DEPARTMENT: Rochester Public Library
BUREAU: Community Library
OPENING DATE: 12/20/22
CLOSING DATE: 01/04/23 11:59 PM

GENERAL DESCRIPTION:

Employees in this position are primarily responsible for sorting, shelving, and arranging books and other library materials. Related work is performed as required.

TYPICAL WORK ACTIVITIES:

- Sorts, shelves, and retrieves books and other lending materials;
- Straightens and re-arranges items on shelves;
- Sorts and distributes mail;
- Boxes and un-boxes books and other lending materials;
- Shelf reads to ensure materials are in proper order;
- Searches for lost and missing books and lending materials;
- Cleans tables, dusts and washes books;
- May clean music or video disks;
- Dusts book shelves;
- May assist library patrons by locating books and lending materials, or indicating areas where requested materials are shelved.

MINIMUM QUALIFICATIONS:

None

EXAM INFORMATION:

N/A

APPLICATIONS MAY BE FILED ONLINE AT:
http://www.cityofrochester.gov
Library Page/Part-Time Supplemental Questionnaire

* 1. All Branches - Select the location(s) you prefer
   □ Arnett Branch
   □ Lyell Branch
* Required Question