

Full Time Library Assistant I position @ Fluvanna Library

40 hours a week

(Monday - Friday with at least 1 Saturday a month)

Duties include (but are not limited to): Checking materials in and out, managing invoices, assisting users with finding materials and information, shelving, shifting materials, maybe some cataloging, preparing crafts for programs and other special projects as assigned. Some lifting and extended standing required.

Computer and customer service skills a MUST.

Preferred experience in a library.

Salary Range starts at: \$14/hour plus benefits and VRS

Please submit your Fluvanna County Employment Application (www.fluvannacounty.org) to attention: Cyndi Hoffman, Library Director, Fluvanna County Public Library, 214 Commons Blvd., Palmyra, VA 22963 or via email at fluvannalibrary@gmail.com

DEADLINE: Saturday, September 19