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203 S. Perry Street
Wapakoneta, OH 45895

POSITION POSTING

Open Position: Library Aide at the Central Library in Wapakoneta

Starting Wage: \$10.00

Posting expires: March 19, 2019

The Auglaize County Public District Library System is hiring for the position of Library Aide at the Central Library in Wapakoneta (16-20 hrs. weekly).

Join the library staff and work in our beautiful, newly renovated library! Under general supervision, the Library Aide provides public service to patrons including working the library desk and drive thru. The library is looking for an energetic individual who enjoys working with people and assisting the public during their visit to the library and the many programs that are offered for all ages. The position includes charging, discharging and renewing library materials, assisting patrons with computer questions, faxing, copying, and answering general reference questions, shelving materials, assisting with programs, and general duties and housekeeping to maintain the library.

Library Hours

Monday 10:00 – 7:30
Tuesday 10:00 – 7:30
Wednesday 10:00 – 7:30
Thursday 10:00 – 7:30
Friday 10:00 – 6:00
Saturday 10:00 – 2:00

OPERS: All employees are required to participate in the Ohio Public Employees Retirement System.

Background Checks: Are completed for all employees.

Minimum pay rate is minimum wage, benefits not included. Position requires some evenings and Saturdays. Applicants must be 16 years of age or older. Applications available on the library website at www.auglaizelibraries.org or at the Central Library. Applicants must submit application to Lori Scheer, Central Library Supervisor or via email at lscheer@auglaizelibraries.org.

