

St. Charles City-County Library District

# JOB OPENING

*Your answer place!*

## LIBRARY PAGE

**MCCLAY ROAD BRANCH  
ST. CHARLES, MO**

Part Time: 15 hours per week

Schedule: Tuesday 9-2pm, Thursday 10-2pm and Friday 9-2pm alternating with  
Saturday 9-2pm

### DUTIES:

Perform fundamental routine tasks for the library operations including shelving materials, inspecting videos and DVDs, alphabetical and numerical filing, light keyboarding, light cleaning and picking up litter from premises.

### REQUIREMENTS:

Must be at least 16 years old, have good reading skills, be able to file alphabetically and numerically, and be accurate in repetitive tasks.

**RATE:** \$9.19 per hour

**DEADLINE:** 5:00 pm, Sunday, February 12, 2012.

***All applications must include a resume and cover letter. Applications submitted without a resume and cover letter will not be considered. Resumes and cover letters submitted without an application will not be considered.***

APPLICATIONS AVAILABLE AT THE CIRCULATION DESK OR ON OUR WEBSITE AT  
[WWW.YOURANSWERPLACE.ORG](http://WWW.YOURANSWERPLACE.ORG)

**NOTE:** *Due to the large volume of applications received, inquiries regarding application status will not be returned. All applicants will be notified of their status as soon as possible.*

Human Resources  
St. Charles City-County Library District  
PO Box 529  
St. Peters, MO 63376-0529  
An equal opportunity employer  
2/3/12-2/12/12