



PART-TIME LIBRARY PAGE

Year-Round Position

The Port Washington Public Library is seeking a reliable and organized individual to join our team as a Part-Time Page.

Responsibilities

- Shelf returned library materials accurately and efficiently
- Alphabetize and arrange materials in numerical order
- Maintain the proper order and organization of library collections
- Assist with additional tasks as needed

Qualifications

- Excellent organizational skills and attention to detail
- Ability to alphabetize and arrange materials in numerical order
- Reliable and able to work independently

Schedule & Pay

12–17 hours per week

Shifts are generally:

- 1:00 PM–5:00 PM
- 5:00 PM–9:00 PM
- Saturday: 9:00 AM–5:00 PM

Pay: \$17.00 per hour

How to Apply

Jackie Gordon

Head of the Circulation Department

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The Port Washington Public Library is an Equal Opportunity Employer.