

Youth Services Clerk

This part time position provides circulation services by checking in and out materials in the Youth Services Department. Assists with maintenance of the Youth Services Department, including straightening, and shelving materials. Operates cash register for all cash transactions. Assists with opening and closing the Library. Provides basic reference services by assisting patrons in locating items.

Hours:

Tuesday 5:00 p.m. - 8:00 p.m.

Thursday 5:00 p.m. - 8:00 p.m.

Friday 4:00 p.m. - 6:00 p.m.

Every other Saturday 8:00 a.m.-5:00 p.m.; Sunday 12:00- 5:00 p.m.

Salary: \$13.13 per hour

Employment applications may be obtained at the Circulation Desk; or Library website www.mrrl.org

Please submit employment application to Human Resources by 5 p.m. February 15, 2023. Missouri River Regional Library is an equal opportunity employer, committed to diversity, M/F/D/V.

Mailing Address

PO Box 89
Jefferson City, MO 65102-0089
573.634.6064
Fax: 573.634.7028

Administrative Offices

308 East High Street
Suite 205
Jefferson City, MO 65101
573.634.6064
Fax: 573.634.7028

Main Library

214 Adams Street
Jefferson City, MO 65101
573.634.2464
Fax: 573.634.7028

Osage County Library

22 Library Lane
Linn, MO 65051
573.897.2951
Fax: 573.897.3815