

NOTICE

An opening exists in

The Community Library

in the position of:

Library Assistant

Pay starting at \$15.35 per hour with up to 25 hours per week available

Schedule includes weekdays, weeknights, some weekend days

The Community Library in Cobleskill, New York is seeking an energetic, enthusiastic and motivated individual to serve as Library Assistant

The Community Library is chartered to serve the Cobleskill-Richmondville School District, a population of over 14,000. Located in the heart of the Village of Cobleskill, a rural/suburban community located about 30 miles southwest of Schenectady, New York in beautiful Schoharie County.

This will be a **provisional** appointment; **permanent** appointment will be contingent upon successful completion of a Civil Service examination and becoming reachable on the resulting eligible list.

Candidates interested in being considered for this position must submit a

Civil Service **employment application** to the:

The Community Library
110 Union St
Cobleskill, NY 12043

By 5pm on **Friday, March 25, 2022**

Applications may be obtained online at:

www.schohariecounty-ny.gov

MINIMUM QUALIFICATIONS: *Either:*

(A) Graduation from a regionally accredited or New York State registered four-year college or university with a bachelor's degree and one (1) year of full-time paid experience in public programming, education, public service or a clerical setting; **OR**

(B) Graduation from a regionally accredited or New York State registered two-year college with an associate degree and three (3) years of experience as outlined in (A); **OR**

(C) Graduation from high school or possession of a high school equivalency diploma and five (5) years of experience as outlined in (A).

NOTE: Part-time employment can be pro-rated to count towards full-time (based on number of hours worked per week) and a higher level of education can be pro-rated for experience up to a year.