



Park Ridge Public Library

**Adult Services
Reference Librarian
Part-Time, 12-14 hours/week
Salary: \$25/hour**

The Adult Services department at the Park Ridge Public Library seeks an enthusiastic librarian with excellent customer service skills and strong knowledge of resources and technology.

Duties include: assisting patrons at the Reference desk, with computers and printers, and in [The Studio](#) and [The Media Lab](#) , and helping with department projects.

Requirements: Master's degree in Library Science required. Candidate must have familiarity with research; demonstrated customer service skills; and the ability to work independently and manage multiple projects and deadlines. Knowledge of computers and technology is required.

12-14 hours per week (3 shifts per week-Monday evening; Tuesday morning; Friday afternoon- and 2-3 weekend shifts per month)

Applicants must submit a completed [Park Ridge Library Application](#) (required for consideration) cover letter, and resume to Laura Scott, Adult Services Manager, via email at lscott@parkridgelibrary.org

Position is open until filled.