

**PAGE (MATERIAL HANDLER) – COLLECTION RESOURCES DEPARTMENT
PART TIME – 20 HOURS
MEDINA LIBRARY**

We are Medina County District Library.

We are working together in an environment of respect, kindness, and integrity to enrich the quality of life county-wide. Through innovation, collaboration, and inclusion, we create community connections. We inspire greatness in each other and the communities we serve.

We find joy in our work and our colleagues. The library is strengthened by our unique personalities, ideas, and experiences. We recognize the importance of encouraging a healthy work/life balance.

We inspire the public and each other to be lifelong learners. We strive to create an engaging library environment which is welcoming to all.

REQUIRED KNOWLEDGE AND ABILITIES TO PERFORM THE FOLLOWING:

Employee is assigned to the Collection Resources Department. Tasks require manual dexterity, great attention to detail, ability to lift up to 25 lbs. repetitively, with or without accommodation. Must be able to interpret Excel spreadsheets for pulling materials off the shelves, be able to follow instructions, and work with little supervision. Ability to alphabetize and recognize sequences of numbers and letters. General duties are repetitive and follow a fixed routine. Location will vary day to day based on work assignment. Must have own reliable transportation. Position includes cross-training to apply labels and barcodes to library materials as needed.

WAGE:	\$8.80 per hour
BENEFITS:	Vacation, sick leave, holidays; Public Employees Retirement System
HOURS:	Part-time; 20 hours per week Must be able to work a flexible schedule <i>(Schedule subject to change based on needs of the library)</i>
QUESTIONS:	Chris at Medina Library at (330) 722-6235, x2940
SUBMIT APPLICATION:	Application available online at www.mcdl.info/employment Email to: human.resources@mcdl.info
DEADLINE FOR APPLICATION:	Open Until Filled

MEDINA COUNTY DISTRICT LIBRARY is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, gender expression, national origin, age, protected veteran or disabled status, or genetic information.

6/23/2021