

## **LIBRARY ASSISTANT**

**The Lincoln Public Library is seeking a vibrant team member with strong customer service & communications skills for part-time position. Duties include: constant customer contact at circulation desk; use of automated library systems to register patrons, process requests/items according to defined procedures; preparing and shelving books and other materials; maintaining shelf order; clearing & straightening up library areas. This position is 12- 16 hours and requires attention to detail. Some weekends required.**

**Please submit an application, resume and cover letter**

**at the Lincoln Public Library**

**online at [www.lincoln.lib.nh.us](http://www.lincoln.lib.nh.us)**

**or email to [library@lincolnnh.org](mailto:library@lincolnnh.org)**