

Substitute Circulation Assistant This position is an on-call position. We seek a customer-service oriented person to provide direct services to patrons in a busy and progressive library system. Work includes but is not limited to: assisting patrons, circulating materials using an automated circulation system, working with computers and office equipment, and enforcing library policies and procedures. Must be able to communicate effectively, work well with others, and follow instructions. Evening and weekend work will be required. Desired qualifications: High School Diploma. Two years of experience in related field or trade. Possession of a valid Driver's License is desired.

Submit a letter of application and resume with names and contact information for 3 current references by June 1, 2010 to: Jennifer Spriggs, Allegany County Library System, 31 Washington St., Cumberland, MD 21502 or by email to: jspriggs@allconet.org

Full Vacancy Announcement is available upon request. ACLS is an equal opportunity employer.