



JOB OPPORTUNITY:

Part Time Library Youth Reference Assistant

Position Available
August 3, 2015

JOB TITLE: Youth Reference Assistant
DEPARTMENT: Library
PAY: \$14.72 per hour
HOURS: Part Time – 22 hours per week

The Smith Public Library is seeking an individual with superhero qualities who loves people and puppets.

The Reference Assistant will work in the Children and Teen Departments assisting patrons with homework questions, computers, programs and story time.

The Reference Assistant will work in a team environment to provide quality programs and services. Customer service experience is required. Library experience working directly with library users is preferred. Bachelor in Arts or Science is required. This is a part-time 22 hour per week position. Benefits: great working environment with fun and creative people, Texas Municipal Retirement System contribution and match, wellness program and membership to the Wylie Recreation Center.

TO BE CONSIDERED FOR THIS POSITION

Please submit the following: City of Wylie application; Resume; and a cover letter briefly stating your interest in this position.

Mail your correspondence to: City of Wylie Human Resources
300 Country Club Rd. Building 100
Wylie, Texas 75098

Email your correspondence to: jobs@wylietexas.gov

If you have questions or would like additional information, please call 972-516-6040.

This description is not meant to be all-inclusive of tasks that may be required to be performed on an irregular basis; nor is it intended to be an exhaustive list of all duties and skills that may be required. This job description may change at any time, for any reason, deemed necessary by management.