

**Employment Opportunity**

**Holly Township Library**

**Circulation Assistant/MeLCat Administration**

**30 hours per week**

The successful candidate for this position will be able to deliver excellent customer service, be familiar with library services and technology and be able to learn to administer MeLCat services to patrons. Candidates should have a minimum of an Associate’s or Bachelor’s degree, be organized, outgoing, energetic, and feel confident in using various technologies. Library experience is desired. A full job description for each position is attached. Weekend and evening hours will be required.

**Wage Range**: $10.75-$12.75 commensurate with experience.

**Posting Date**: 11-21-2016

**Closing Date**: 12-02-2016

If you are interested in applying for this position please send a cover letter, resume and completed application (attached) to Kate Scheid at [kscheid@htlibrary.net](mailto:kscheid@htlibrary.net) or 1116 N. Saginaw, Holly, MI 48442