Library Aide - Part Time

The Rensselaer Public Library is seeking a part-time Library Aide. This person will work approximately 20 hours a week with a schedule that includes evenings and alternating Saturdays. Duties include shelving, running the check-out desk, helping patrons with the computer and copier, and answering the phone. Candidate must have computer skills, strong customer service skills, work well with children, and understand the Dewey Decimal system. Prior library experience preferred. Send letter describing relevant experience and a Rensselaer County employment application to Rensselaer Public Library- Attn: Jane, 676 East Street, Rensselaer NY 12144, or email to director@rensselaerlibrary.org. (Application available at Rensselaerlibrary.org)