

1/8/2024



YOLO COUNTY
LIBRARY

NOW HIRING LIBRARY PAGES

The Mary L. Stephens Davis Branch of Yolo County Library is currently recruiting for Library Page extra-help staff. Interested individuals must be willing to work evenings and weekends.

*These are extra help positions that are limited to working 1,000 hours per fiscal year.
Extra help positions do not receive benefits that accrue to regular County employees.*

Minimum Age: 16

Pay Rate: \$16—19.45 / hour

Job Description

Under close supervision, performs routine and manual work in a library:

- Sorts and shelves books and other library material according to an established system;
- Prepares and boxes discarded materials;
- Prepares new materials for circulation;
- Checks-in, renews, and checks-out library materials;
- Maintains proper order and neatness of shelved books;
- Cleans, resurfaces and does simple mending of materials and equipment;
- Unpacks books and makes deliveries;
- Performs routine set-up and shut down of computers;
- Assists with programs and crafts; and
- Performs other related duties as assigned.



Yolo County Library is looking for people who enjoy working with people of diverse backgrounds and ages. People with second language skills are encouraged to apply.

Open until further notice. Please submit a cover letter, resume, and three references either:

by email to:

gaby.magallanes@yolocounty.org

OR by mail to:

**Gaby Magallanes
Stephens-Davis Branch Library
315 E. 14th St.
Davis, CA 95616**

OR hand deliver in a sealed

envelope to the Service Desk

www.yolocountylibrary.org