

## **NOTICE**

An opening exists in

### **The Community Library**

in the position of:

#### **Library Clerk**

*Pay starting at \$12.32 per hour with up to 30 hours available per week*

*Schedule includes weekdays, weeknights, some weekend days*

*The Community Library in Cobleskill, New York is seeking an energetic, enthusiastic and motivated individual to serve as Library Clerk. The Community Library is chartered to serve the Cobleskill-Richmondville School District, a population of over 14,000. Located in the heart of the Village of Cobleskill, a rural/suburban community located about 30 miles southwest of Schenectady, New York in beautiful Schoharie County.*

This will be a **provisional** appointment; **permanent** appointment will be contingent upon successful completion of a Civil Service examination and becoming reachable on the resulting eligible list.

Candidates interested in being considered for this position must submit a Civil Service employment application to the:

Schoharie County Personnel and Civil Service  
P.O. Box 675  
Schoharie, NY 12157

by the close of business on **Monday, May 13, 2019**

Applications may be obtained online at:

[www.schohariecounty-ny.gov](http://www.schohariecounty-ny.gov)

**MINIMUM QUALIFICATIONS:** Graduation from high school or possession of a high school equivalency diploma AND six (6) months of general clerical experience and customer service experience with use of a computer.

**NOTE:** Part-time and volunteer experience will be pro-rated based upon hours worked per week.