

EMPLOYMENT OPPORTUNITY

The Roseville Public Library (MI) is currently seeking qualified applicants for the following:

POSITION: Computer Aide- Part-time (2 positions available)

JOB DUTIES: Managing Internet usage, performing minor maintenance to PC's, updating Web page, assisting with various functions in Sirsi, compiling statistics, other duties as assigned.

HOURS: 16 - 20 hours per week (afternoons, evenings, Saturdays)

JOB REQUIREMENTS: High school diploma or equivalent. Prefer applicant with knowledge of Word, Internet browsing software, Windows, and knowledge of computer systems (hardware, software, etc.)

SALARY: \$9.90 to \$11.85 per hour in 3 steps.

SUBMIT RESUME TO: Roseville Civic Center, Personnel Office
29777 Gratiot
Roseville, MI 48066

DEADLINE: February 15, 2008
4:00 PM

The City of Roseville does not discriminate.
TDD (586) 445-5493