Town of Westminster
Forbush Memorial Library
Library Assistant

The Library Assistant is responsible for the assisting with circulation and desk services, technical and clerical work, as well as, public service work supporting the operations of the Forbush Memorial Library.

Work schedule: Tuesdays, 10 am - 3 pm; Wednesdays, 3 pm - 8 pm; and Fridays 1 pm - 6 pm plus 1 Saturday per month, 9 am – 1 pm. Must have a High School diploma or equivalent, minimum of one (1) year related work in an office environment**;** or any equivalent combination of education, training and experience which provides the required knowledge, skills and abilities to perform the essential functions of the job.

Application and job description available on town website at www.westminster-ma.gov under Human Resources. Please submit resume with Town application to Human Resources or email sfichtel@westminster-ma.gov

Applications due December 03, 2021. DOEQ.EOE.

Job Type: Part-time

Starting Pay: $14.92 per hour