



# Comsewogue Public Library

*Where Many Paths Meet*

170 Terryville Road, Port Jefferson Station, NY 11776 Phone: 631-928-1212

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## Notice of Position

**Position:** Guard

**Date Posted:** May 9, 2023

We invite you to apply for an opportunity to join our motivated team in a warm and welcoming environment. At Comsewogue, we put an emphasis on training and we support each other in our day-to-day tasks. We're looking for someone who shares our interest in connecting with our patrons and making a positive contribution to our community.

### **Qualifications & Requirements:**

- New York State Driver's License
- New York State Security License (Must be maintained during employment)
- CPR, AED, Narcan Training preferred
- Flexibility to work a variety of hours
- Physical condition consistent with the demands of the position
- Excellent interpersonal and customer service skills including a professional, positive, and approachable demeanor
- Provide equitable delivery of library services to all people
- Ability to adapt to a constantly changing environment
- Ability to make sustainability-conscious workplace decisions
- Knowledge of library terminology, policies, procedures and equipment is preferred

### **Hours:**

Tuesdays & Wednesdays, 4:00pm-9:00pm, occasional Saturdays

### **Rate:**

**\$19.94 per hour**

Submit your application in person, email to [hr@cplib.org](mailto:hr@cplib.org) or fax 631-928-6307 by **Friday, May 19, 2023**. Applications are available at the circulation desk and on the library's website by clicking on **JOBS**, at the bottom of the page. ***Only candidates selected for further consideration will be contacted.***

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*The Comsewogue Public Library does not discriminate in employment or the provision of services. The Library's Equal Employment Opportunity Policy is found at: <https://www.cplib.org/about/documents/>. The Library is committed to proactive, fair, legal recruitment processes and practices carried out in a professional and welcoming manner. The Library is committed to reducing its impact on the environment.*