



**The County of Chester  
is an Equal Opportunity Employer  
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**CHESTER COUNTY LIBRARY  
& DISTRICT CENTER  
AND HENRIETTA HANKIN BRANCH**



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**Requisition# 2554**  
**Title PT Librarian - Reference**  
**Department Chester County Library**  
**Location 450 Exton Square Parkway, Exton, PA**

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The Chester County Library, Exton, is seeking a Part Time reference librarian dedicated to serving our customers with enthusiasm and professionalism.

**Responsibilities:** to provide reference services and readers' advisory to the public using various communication formats. The librarian will provide research help to customers, participate in community outreach and be a contributing member of the Reference Department in planning and implementing reference services. Continuing education is required and is provided by or through the Chester County Library.

**Additional assignments:** special projects pertaining to information literacy initiatives, library committee work.

**Requirements:** This position requires an ALA accredited M.L.S. with reference experience, knowledge of print and electronic resources. Excellent oral and written communication skills, ability to handle stressful situations, and a commitment to public service.

**Physical abilities:** to operate a keyboard and mouse, read on-screen information, move quickly throughout public areas, bend and reach from ankle to overhead heights and lift books weighing up to 12 lbs.

All library positions require the following criminal background and child abuse clearances: Report of criminal history from the Pennsylvania State Police (PSP); Child Abuse History Clearance from the Department of Human Services (Child Abuse); and Fingerprint based federal criminal history submitted through the Pennsylvania State Police or its authorized agent (FBI).

**Position Type:** Part-Time / Exempt

**Salary Information:** \$18.00 per hour

**Shift:** 2-3 shifts during the week, one of which will be an evening, and one weekend approx. every 4 weeks (Sat. 9:30-5 and Sun. 1-5)

**Weekly Hours:** 10

**Deadline:** Applications will be accepted until position is filled.

**Original posting date:** November 8, 2018

**To apply, contact County of Chester Human Resources:**  
Apply online at [www.chesco.org](http://www.chesco.org); Job Inquiries: 610-344-6698