



Growing with Our Community

LEVITTOWN PUBLIC LIBRARY

1 BLUEGRASS LANE LEVITTOWN, N.Y. 11756-1292 (516) 731-5728 FAX (516) 735-3168
<http://www.levittownpl.org> Trina Reed, Director

Part-Time Teen Librarian Trainee Position Available

The Levittown Public Library is currently seeking an enthusiastic Librarian Trainee dedicated to public service to work in our busy Teen Department. Candidates will be required to work up to 17 hours per week. Schedule will include nights and weekend hours.

Duties include, but are not limited to:

- Learn and assist in providing general and in-depth reference services using a variety of print and online resources, both in person at the public service desk and by phone, via text, email and chat.
- Assist the Department Head with the selection and ordering of library materials using online sources.
- Learn and assist library users on computers/technology items, mobile devices and apps.
- Other projects as assigned.

Qualifications:

- Eligible candidates must be enrolled in ALA accredited MLS program.
- Excellent customer service, oral and written communication, presentation and technology skills.
- Ability and willingness to learn new emerging technologies, and work cooperatively and collaboratively.

Hourly Salary Range:

- \$21.46 - \$22.80

**This is a non-competitive Civil Service Position.
Your name will not be removed from a Civil Service list.**

Interested candidates should email a copy of their resume by

Friday, February 7, 2025 to:

Irene Winkler, Assistant Library Director

employment@levittownpl.org

The Levittown Public Library is an equal opportunity employer.