



**The County of Chester  
is an Equal Opportunity Employer  
and Complies with the  
American with Disabilities Act (ADA)**

**CHESTER COUNTY LIBRARY  
& DISTRICT CENTER  
AND HENRIETTA HANKIN BRANCH**



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**Requisition# 2018**

**Title PT Library Page - Circulation**

**Department Henrietta Hankin Branch Library**

**Location 215 Windgate Drive, Chester Springs, PA**

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The Henrietta Hankin Library has an opening in Chester Springs, PA for a Part Time Library Page. This position is responsible for re-shelving materials returned to and used in the library, keeping shelves and public tables neat, for clearing the outside book drops periodically throughout the day, for locating library materials for loan, and for interacting with library customers in a courteous, professional manner.

The person in this position must be able to put materials in order alphabetically and numerically using decimal numbers.

This position requires the following physical abilities: to handle, lift, move, shift library materials weighing up to 25 lbs; to wheel book carts weighing up to 125 lbs; to operate a keyboard; to stand, sit, kneel, walk, stoop, reach repeatedly throughout the workday.

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 / Non-Exempt

**Salary Information**

\$8.50 per hour

**Shift**

Sunday Afternoon and weekday evenings.

**Weekly Hours**

15

**Deadline**

Applications will be accepted until position is filled.

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