



## DEPARTMENT OF PLANNING & NATURAL RESOURCES

# VACANCY NOTICE

**Position Title** : **Library Technician I**

**Location** : **St. Croix**

**Union/Salary Range** : **SU 14 \$20,001 - \$21,377**

**Deadline Date** : **September 28 to October 11, 2016**

### **JOB DEFINITION**

An employee in a library who performs routine or standard nonprofessional library duties under the supervision and in collaboration with professional librarians. This position involves performance of technical tasks and predetermined functions related to public services, technical processing, juvenile/young adult services, adult services, outreach, special collections, A-V or other library functions, by employees who are not professional librarians.

### **REQUIRED EDUCATION/EXPERIENCE**

HS Diploma plus at least one year of library work experience; or HS Diploma plus at least one year of post-high school studies (e.g. 30 college credits) in a field of study relevant to service area for which applied.

### **HOW TO APPLY**

Please submit your 5086 Transfer/Promotion Form or application with all required documentation to the Division of Personnel by the deadline date or contact Ms. Celia J. Jackson-Williams, Personnel Relations Administrator at [celia.jackson-williams@dpr.vi.gov](mailto:celia.jackson-williams@dpr.vi.gov).