

Library Assistant I-III (Substitute)(IVC/SC)  
South Orange County Community College District

Direct Link: <https://www.AcademicKeys.com/r?job=116973>

Downloaded On: Jun. 24, 2019 5:23am

Posted Dec. 13, 2018, set to expire Jun. 28, 2019

<b>Job Title</b>	Library Assistant I-III (Substitute)(IVC/SC)
<b>Department</b>	Library Services (IVC-037-087)
<b>Institution</b>	South Orange County Community College District South Orange County, California
<b>Date Posted</b>	Dec. 13, 2018
<b>Application Deadline</b>	Open until filled
<b>Position Start Date</b>	Available immediately
<b>Job Categories</b>	Professional Staff
<b>Academic Field(s)</b>	Library
<b>Apply Online Here</b>	<a href="http://jobs.socccd.edu/postings/9527">http://jobs.socccd.edu/postings/9527</a>

**Apply By Email**

**Job Description**

The District's goal as an academic community is to sustain a working environment that is welcoming to all, fosters and celebrates diversity, and promotes and rewards excellence. An exemplary academic community promotes an inclusive environment that best prepares our faculty, staff and students to live, work, and contribute to a global society.

This position is a short-term, temporary, Non-Bargaining Unit assignment, not to exceed 160 days. The assignment is on an as needed basis, and may be shortened or extended.

Once you have submitted an application electronically, the current status of your application will be available to view at any time upon signing in under your personal username and password. Please do not call the Human Resources Office regarding the status of your application.

Under direction from assigned library supervisory or management staff, performs a variety of complex technical and paraprofessional duties in support of various sections/functions of the library; assumes



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responsibility for the day-to-day operations of assigned functional area such as circulation or technical processing/acquisitions; catalogs library materials; and provides information and assistance to library patrons.

**Contact Information**

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

**Contact**

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