



## NOTICE OF JOB VACANCY

**Location:** Central Library, Shipping & Receiving Department  
**Position Title:** Senior Page, part-time (19 hours per week)  
**Hourly Rate:** \$16.00 per hour  
**Hours of Work:** Varied schedule, Monday – Friday  
**Date of Posting:** October 10, 2024

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The B&ECPL seeks individuals who will be excited to be a part of the Shipping & Receiving Department.

### **MINIMUM QUALIFICATIONS:**

High school diploma or equivalency (G.E.D.).

### **SPECIFIC REQUIREMENTS:**

- Excellent time and attendance record;
- Good judgment;
- Ability to read and comprehend the English language;
- Ability to perform physical work (sorting books, loading and unloading trucks)
- Ability to lift and stack boxes up to 50 lbs.

### **HOW TO APPLY:**

- Interested candidates should send a resume or application<sup>1</sup> (please mark “Senior Page – Shipping”) by **October 19, 2024** to [hr@buffalolib.org](mailto:hr@buffalolib.org) or:

Judy Fachko, Assistant Deputy Director, Human Resources  
Buffalo & Erie County Public Library  
1 Lafayette Square  
Buffalo, NY 14203-1887

- Applications can also be submitted in person at the Administrative Offices of the Central Library.

*Please note that candidates must reside in Erie County for at least 30 days at the time of appointment.*

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<sup>1</sup> Applications are available at <https://www.buffalolib.org/becpl-system/employment>