



NOTICE OF JOB VACANCY

Location: Central Adult Services Department, Central Library
Position Title: Senior Page, part-time
Hourly Rate: \$17.00 per hour
Hours of Work: Days, Evenings, & Weekends (Up to 19 hrs/wk)
Date of Posting: August 5, 2026

The B&ECPL seeks individuals who will be excited to assist patrons at the Central Library.

MINIMUM QUALIFICATIONS:

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

SPECIFIC REQUIREMENTS:

- Excellent time and attendance record;
- Exceptional interpersonal and communication skills;
- Computer skills;
- Ability to perform light/medium physical work (pushing book trucks);
- Detail oriented;
- Ability to work well with the public;
- Knowledge of SirsiDynix software is preferred.

SAMPLE DUTIES (Illustrative only):

- Provide assistance at the computer desk;
- Provide basic computer and other technology assistance to patrons;
- Retrieve and shelve library materials;
- Assists clerical staff with library functions as assigned.

HOW TO APPLY:

- Interested candidates should complete an application¹ (please mark "Senior Page, Adult Services") by **August 15, 2026** to hr@buffalolib.org or to:

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

- Applications can also be submitted to 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.

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

Profoundly**PUBLIC.**

The Buffalo & Erie County Public Library is an equal opportunity employer and is committed to workplace diversity.