



NOTICE OF JOB VACANCY

Location: Dudley Branch Library (2010 South Park Ave)
Position Title: Senior Page, part-time
Hours of Work: Various, including weekends (up to 19 hours per week)
Hourly Rate: \$17.00 per hour
Date of Posting: July 14, 2026

MINIMUM QUALIFICATIONS:

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

SPECIFIC REQUIREMENTS:

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

SAMPLE WORK ACTIVITIES:

- Provide assistance at the Circulation Desk;
- Provide basic computer and other technology assistance to patrons;
- May assist with crafts and activities for children's programming;
- Retrieve and shelve library materials;
- Assists clerical staff with library functions as assigned.

HOW TO APPLY:

- Interested candidates should cover letter/resume or an application¹ (please mark "Senior Page – Dudley") by **July 24, 2026** to 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 Dudley Branch Library or 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 are at <https://www.buffalolib.org/becpl-system/employment>

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