

# 2017 INALJ Jobs

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[Sponsored jobs](#) \* [USA jobs](#) \* [Canada jobs](#) \* [International \(other\) jobs](#)

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## SPONSORED

[Director for Sciences and Engineering Services](#) / Harvard University Library / Cambridge, MA

[Reference Librarian](#) / Delta College / University Center, MI / *First consideration will be given to applications received by 5/15*

[Visiting Social Sciences Librarian](#) / Gumberg Library at Duquesne University / Pittsburgh, PA / Apply by 5/25 / [for further information](#)

[Reference Coordinator](#) / Rocky Vista University / Ivins, UT

## USA

### USA – Virtual Work

to find more sites to job hunt at in the virtual sphere check out INALJ Telework/ Virtual home page: [http://inalj.com/?page\\_id=56476](http://inalj.com/?page_id=56476)

### Alabama

to find more sites to job hunt at in AL check out INALJ Alabama home page: [http://inalj.com/?page\\_id=56451](http://inalj.com/?page_id=56451)

### Alaska

to find more sites to job hunt at in AK check out INALJ Alaska home page: [http://inalj.com/?page\\_id=56453](http://inalj.com/?page_id=56453)

## Arizona

to find more sites to job hunt at in AZ check out INALJ Arizona home page: [http://inalj.com/?page\\_id=56455](http://inalj.com/?page_id=56455)

[Librarian I \(Youth/Young Adult - Librarian I\)](#) / Pima County Public Library / Tucson AZ

[Librarian I – 6120](#) / Pima County Public Library / Tucson AZ

## Arkansas

to find more sites to job hunt at in AR check out INALJ Arkansas home page: [http://inalj.com/?page\\_id=56457](http://inalj.com/?page_id=56457)

Director of the Mississippi County Library System/ Blytheville, AR/ Apply by **5/31**/ Mississippi County Library System, headquartered in Blytheville, AR, is accepting resumes for its' director position, due to the resignation of its' current director. Mississippi County is located in the northeast corner of Arkansas and has a population of approximately 44,000. The county borders Missouri to the north and Tennessee to the east; Jonesboro, AR and Memphis, TN are about one hour away. The library serves Mississippi County with its headquarters library in Blytheville, a full-service library in Osceola, and four part-time branches located in smaller communities. Its budget is approximately \$900,000. The ideal candidate for director will possess the MLS degree from an ALA-accredited library school. He or she will have a minimum of 5 years post-MLS experience in the library field (preferably in public libraries) and a minimum of 3 years supervisory experience. They seek an energetic, capable person who is willing to take on new tasks and responsibilities. This person will represent the library to local government and community groups and is expected to participate in the broader library community on a statewide and national level. A starting salary of \$50,000 is anticipated. Health insurance, dental and retirement benefits are included. The library is an equal opportunity employer. Resumes, with three professional references, are being accepted on an ongoing basis, with preference given to those received by May 31, 2017. Resumes may be emailed to [kbarron@mclibrary.net](mailto:kbarron@mclibrary.net) or mailed to 320 West Hale Avenue, Osceola, AR 72370. Direct all phone calls seeking further information to 870-822-0260.

## California

to find more sites to job hunt at in CA check out INALJ California home page: [http://inalj.com/?page\\_id=104060](http://inalj.com/?page_id=104060)

[Public Services Assistant, Special Collections & Archives](#) / University of California, San Diego / San Diego, CA

[County Librarian](#) / County of Yolo / Woodland, CA

[Transforming Knowledge/Transforming Libraries Project Coordinator](#) / University of California, Irvine / Irvine, CA

[Music Metadata Specialist](#) / UCLA / Los Angeles, CA / Apply by **5/11**

[Digital Imaging Specialist](#) / University of California, Berkeley / Berkeley, CA / Apply by **5/11**

[Coordinator of Library Resources](#) / Turlock Unified School District / Turlock, CA

[User Experience Researcher](#) / Walmart Vudu / Sunnyvale, CA

[Librarian](#) / Los Angeles County Library / Los Angeles, CA

[Librarian](#) / University of California, Irvine / Irvine, CA / Apply by **6/5**

[Archivist](#) / Willie L. Brown Institute / San Francisco, CA

[Digital Assets Manager](#) / Old Navy, Gap Inc. / San Francisco, CA

[UX Researcher](#) / Tribune Publishing / Ls Angeles CA

## Colorado

to find more sites to job hunt at in CO check out INALJ Colorado home page: [http://inalj.com/?page\\_id=56461](http://inalj.com/?page_id=56461)

[Assistant Editor](#)-Starz Entertainment, LLC - Englewood, CO

## Connecticut

to find more sites to job hunt at in CT check out INALJ Connecticut home page: [http://inalj.com/?page\\_id=56463](http://inalj.com/?page_id=56463)

[Library Assistant I](#) - The Town of Guilford/ CT/ Apply by **5/10 at 3pm**

[Librarian II](#) - New Haven Free Public Library/ CT/ Apply by **5/12**

[Reserve Services and Resource Sharing Librarian](#) - Yale University Library, New Haven, CT. Requisition: 42568BR

[Branch Manager](#) – Hartford Public Library / CT

[Assistant Facilities Manager](#) – Hartford Public Library / CT

[YOUmedia Mentor](#) – Hartford Public Library / CT

[Business Analyst](#) – Hartford Public Library / CT

[Part-time Circulation/Technical Services Assistants](#) at Trumbull Library, 3 positions/ CT

Library Assistant - West Haven Public Library / CT/ Apply by **5/17/** seeks a part-time library assistant (16 hours per week) to work two evenings a week, some days and Saturdays in rotation. Under the direction of the User Service Librarian, duties include: charge items in and out, answer telephone, assist patrons with library resources, assist librarians with programs, patron registration, inquiries and shelving. Excellent customer service and computer skills are essential. High school diploma or equivalent required, prefer Bachelor's degree and library experience. Bilingual/Spanish a plus. Must have transportation. Salary is \$10.84/hour. E-mail cover letter and resume no later than May 17 to: Colleen Bailie, West Haven Public Library, 300 Elm St., West Haven, CT 06516 or [dir@westhavenlibrary.org](mailto:dir@westhavenlibrary.org) . No telephone inquiries. EOE/MF.

Children's Librarian - West Haven Library/ CT/ Apply by **5/17/** seeks a full-time (37.5 hours/week) children's librarian to join our librarian team, specializing in children ages 0-12. Duties include weekly story hours, crafts, and literacy programs; along with responsibility for collection development, acquisitions, and maintenance of the children's materials appropriate for ages 0-12. This person will assist patrons with reader's advisory, reference and technology questions, and assist Teen Librarian to coordinate programming amongst peers and with the school system. This person must be a team player and have past experience working collaboratively with others along with excellent communication skills and an attention to detail. This candidate may also be called on to fill in other departments and/or branches from time to time. The qualified candidate must have a strong commitment to children's services and keep abreast of changing library trends in the services to children, while keeping in mind the environment they are working in. The qualified candidate should have an MLS from an accredited institution, and 2-4 years of library experience, along with experience in a branch system and Sierra a plus. Salary range is \$42,000-50,000 dependent on experience. This is a union position, with benefits. Resume, cover letter, and 3 references can be emailed to Colleen Bailie, [dir@westhavenlibrary.org](mailto:dir@westhavenlibrary.org)

Substitute Adult Reference Desk Assistant - Howard Whittemore Library, Naugatuck/ Apply by **5/12/** BA, library experience, and strong customer service orientation required. Reference experience preferred. Working knowledge of Internet searching, Word, and Excel. \$15.30/hour; no benefits. Daytime, Tuesday and/or Wednesday evenings, and occasional Saturday hours. Send cover letter, resume, and names of three references to Jocelyn Miller, Library Director, Howard Whittemore Library, 243 Church Street, Naugatuck, CT 06770

Reference and Adult Programming Department Head (Naugatuck) CT/ Apply by **5/24 at 8pm/** 35 hours/week. \$23.50/hour beginning salary, \$27.00/hour after six-month probation; excellent benefits. Includes occasional evening and weekend hours. Schedule and supervise reference department staff. Work at the reference desk. Plan and oversee adult programming in conjunction with other staff members. Maintain reference and adult nonfiction collections. Arrange social services outreach. Must have technological proficiency (including MS Word and Excel), exceptional oral and written communication skills, and outstanding organizational skills. MLS, 3-5 years public library experience including reference service, and ability to relate well to a diverse public and library staff required; readers' advisory skills desirable. Website [WordPress] maintenance and social media skills, and familiarity with Evergreen or similar circulation system and MS Publisher preferred. Application deadline: Wednesday, May 24, 2017

at 8:00 p.m. Mail cover letter and resume with names of three references to Jocelyn Miller, Library Director, Howard Whittemore Library, 243 Church Street, Naugatuck, CT 06770.

#### **DC (Washington, DC)**

to find more sites to job hunt at in DC check out INALJ DC home page: [http://inalj.com/?page\\_id=56468](http://inalj.com/?page_id=56468)

[Head Librarian](#) / International Monetary Fund / Washington, DC

#### **Delaware**

to find more sites to job hunt at in DE check out INALJ Delaware home page: [http://inalj.com/?page\\_id=56466](http://inalj.com/?page_id=56466)

#### **Florida**

to find more sites to job hunt at in FL check out INALJ Florida home page: [http://inalj.com/?page\\_id=76843](http://inalj.com/?page_id=76843)

[Catalog Management Library Associate](#) / Florida State University/ Tallahassee, FL/ Apply by 5/16

[Librarian I, Youth Services](#) / Nova Southeastern University/ Fort Lauderdale, FL

[Library Assistant](#) / Largo Public Library/ Largo, FL /Apply by 5/12

[Library Assistant](#) / Collier County Government/ Naples, FL/ Apply by 5/11

[Library – Computer Technician](#) / Escambia County, FL

[Regional Loan Library Technology Specialists](#) / University of South Florida/ Port Orange, FL

[Youth Services Librarian II](#) / City of Jacksonville/ Jacksonville, FL

[Head Curator, Latin American and Caribbean Collection \(LACC\)](#) / University of Florida/ Gainesville FL

[Community Library Manager, Senior - Collection Management](#) / Broward County Libraries Division /Fort Lauderdale, FL

#### **Georgia**

to find more sites to job hunt at in GA check out INALJ Georgia home page: [http://inalj.com/?page\\_id=56472](http://inalj.com/?page_id=56472)

[Library Technology Project Manager](#) / GSU - Georgia State University Library (Atlanta campus) GA

#### **Hawaii**

to find more sites to job hunt at in HI check out INALJ Hawaii home page: [http://inalj.com/?page\\_id=56474](http://inalj.com/?page_id=56474)

#### **Idaho**

to find more sites to job hunt at in ID check out INALJ Idaho home page: [http://inalj.com/?page\\_id=56478](http://inalj.com/?page_id=56478)

**Illinois**

to find more sites to job hunt at in IL check out INALJ Illinois home page: [http://inalj.com/?page\\_id=56480](http://inalj.com/?page_id=56480)

[UX Intern](#) / Ricoh Americas Corporation/ Chicago IL

**Indiana**

to find more sites to job hunt at in IN check out INALJ Indiana home page: [http://inalj.com/?page\\_id=56482](http://inalj.com/?page_id=56482)

**Iowa**

to find more sites to job hunt at in IA check out INALJ Iowa home page: [http://inalj.com/?page\\_id=56484](http://inalj.com/?page_id=56484)

**Kansas**

to find more sites to job hunt at in KS check out INALJ Kansas home page: [http://inalj.com/?page\\_id=56486](http://inalj.com/?page_id=56486)

[Librarian & University Archivist](#) / Ft. hays State University / Hays, KS

**Kentucky**

to find more sites to job hunt at in KY check out INALJ Kentucky home page: [http://inalj.com/?page\\_id=56488](http://inalj.com/?page_id=56488)

**Louisiana**

to find more sites to job hunt at in LA check out INALJ Louisiana home page: [http://inalj.com/?page\\_id=56490](http://inalj.com/?page_id=56490)

**Maine**

to find more sites to job hunt at in ME check out INALJ Maine home page: [http://inalj.com/?page\\_id=56493](http://inalj.com/?page_id=56493)

**Maryland**

to find more sites to job hunt at in MD check out INALJ Maryland home page: [http://inalj.com/?page\\_id=56495](http://inalj.com/?page_id=56495)

**Massachusetts**

to find more sites to job hunt at in MA check out INALJ Massachusetts home page: [http://inalj.com/?page\\_id=56402](http://inalj.com/?page_id=56402)

Sponsored

[Director for Sciences and Engineering Services](#) / Harvard University Library / Cambridge, MA

Other jobs

[Digital Archivist](#) / MIT Libraries / Cambridge, MA

[Reference, Instruction & Digital Services Librarian](#) / Boston College John J. Burns Library / Boston, MA

[Content Strategist](#) / College of the Holy Cross, Worcester, MA

## Michigan

to find more sites to job hunt at in MI check out INALJ Michigan home page: [http://inalj.com/?page\\_id=56497](http://inalj.com/?page_id=56497)

Sponsored

[Reference Librarian](#) / Delta College / University Center, MI / *First consideration will be given to applications received by 5/15*

Other jobs

[Scholarly Publishing Librarian](#) / University of Michigan Law Library / Ann Arbor, MI / Apply by 7/21

[Library Media Specialist](#) - MI Teaching Certificate w/ ND Endorsement Required/ Brighton Area Schools, MI

[Academic Librarian Internship](#), Interlochen Arts Camp/ Interlochen, MI

[PT Teen Services Librarian](#) / Milford Public Library, MI

## Minnesota

to find more sites to job hunt at in MN check out INALJ Minnesota home page: [http://inalj.com/?page\\_id=56499](http://inalj.com/?page_id=56499)

## Mississippi

to find more sites to job hunt at in MS check out INALJ Mississippi home page: [http://inalj.com/?page\\_id=56501](http://inalj.com/?page_id=56501)

## Missouri

to find more sites to job hunt at in MO check out INALJ Missouri home page: [http://inalj.com/?page\\_id=56504](http://inalj.com/?page_id=56504)

## Montana

to find more sites to job hunt at in MT check out INALJ Montana home page: [http://inalj.com/?page\\_id=56313](http://inalj.com/?page_id=56313)

**Nebraska**

to find more sites to job hunt at in NE check out INALJ Nebraska home page: [http://inalj.com/?page\\_id=56320](http://inalj.com/?page_id=56320)

**Nevada**

to find more sites to job hunt at in NV check out INALJ Nevada home page: [http://inalj.com/?page\\_id=56326](http://inalj.com/?page_id=56326)

**New Hampshire**

to find more sites to job hunt at in NH check out INALJ New Hampshire home page: [http://inalj.com/?page\\_id=56333](http://inalj.com/?page_id=56333)

**New Jersey**

to find more sites to job hunt at in NJ check out INALJ New Jersey home page: [http://inalj.com/?page\\_id=56346](http://inalj.com/?page_id=56346)

[Assistant Director for Collections and Resource Management](#) / William Paterson University/ Wayne NJ

[EDM Analytics AM Strategy Lead, Vice President](#) / MUFG - Jersey City, NJ

[EDM Strategy Lead, Vice President](#) / MUFG - Jersey City, NJ

**New Mexico**

to find more sites to job hunt at in NM check out INALJ New Mexico home page: [http://inalj.com/?page\\_id=76814](http://inalj.com/?page_id=76814)

**New York (state)**

to find more sites to job hunt at in NY check out INALJ NY State home page: [http://inalj.com/?page\\_id=56407](http://inalj.com/?page_id=56407)

[Special Collections Outreach Librarian](#) / University of Rochester / Rochester, NY

[Library Director](#) / North Country Library System / Watertown, NY / Apply by **6/30**

[Technology and Community Youth Services Librarian](#) / Southern Adirondack Library System/ Saratoga Springs, NY

**NYC**

to find more sites to job hunt at in NYC check out INALJ New York City home page: [http://inalj.com/?page\\_id=56409](http://inalj.com/?page_id=56409)

[UX Designer](#) / WebMD/ NYC

## North Carolina

to find more sites to job hunt at in NC check out INALJ North Carolina home page: [http://inalj.com/?page\\_id=56411](http://inalj.com/?page_id=56411)

[Part Time Librarian I, Adult Reference](#) / Rowan Public Library / Salisbury, NC

[Library Assistant](#) / UNC-Chapel Hill / Chapel Hill, NC / Apply by 5/12

[Library Technician](#) / University of North Carolina Wilmington / Wilmington, NC / Apply by 5/19

[Visual Materials Processing Assistant](#)- UNC-Chapel Hill - Chapel Hill, NC/Apply by 5/9

## North Dakota

to find more sites to job hunt at in ND check out INALJ North Dakota home page: [http://inalj.com/?page\\_id=56413](http://inalj.com/?page_id=56413)

## Ohio

to find more sites to job hunt at in OH check out INALJ Ohio home page: [http://inalj.com/?page\\_id=56415](http://inalj.com/?page_id=56415)

[Visiting Assistant Professor - Mary P. Key Diversity Resident](#)/ The Ohio State University / Columbus, OH

## Oklahoma

to find more sites to job hunt at in OK check out INALJ Oklahoma home page: [http://inalj.com/?page\\_id=56417](http://inalj.com/?page_id=56417)

## Oregon

to find more sites to job hunt at in OR check out INALJ Oregon home page: [http://inalj.com/?page\\_id=56419](http://inalj.com/?page_id=56419)

## Pennsylvania

to find more sites to job hunt at in PA check out INALJ Pennsylvania home page: [http://inalj.com/?page\\_id=56421](http://inalj.com/?page_id=56421)

Sponsored

[Visiting Social Sciences Librarian](#) / Gumberg Library at Duquesne University / Pittsburgh, PA / Apply by 5/25 / [for further information](#)

Other jobs

[Library Assistant \(Part Time, 2 positions available\)](#) / Penn State University – Abington Library / Abington, PA

[Director of Enterprise Data Architecture](#) / Geneia / Harrisburg, PA

[Data Scientist/Ontologist](#) / Avance Consulting / Pittsburgh, PA

[Information & Library Science Temporary Pool 2017 – 2019 \(Part Time\)](#) / Clarion University / Clarion, PA

[Summer Library Assistant \(Part Time\)](#) / York County Library Assistant – Village Library / Jacobus, PA



**Puerto Rico**

to find more sites to job hunt at in PR check out INALJ Puerto Rico home page: [http://inalj.com/?page\\_id=56423](http://inalj.com/?page_id=56423)

**Rhode Island**

to find more sites to job hunt at in RI check out INALJ Rhode Island home page: [http://inalj.com/?page\\_id=56426](http://inalj.com/?page_id=56426)

**South Carolina**

to find more sites to job hunt at in SC check out INALJ South Carolina home page: [http://inalj.com/?page\\_id=56428](http://inalj.com/?page_id=56428)

[Clemson University Library Diversity Fellow](#) / Clemson University / Clemson, SC

**South Dakota**

to find more sites to job hunt at in SD check out INALJ South Dakota home page: [http://inalj.com/?page\\_id=56430](http://inalj.com/?page_id=56430)

**Tennessee**

to find more sites to job hunt at in TN check out INALJ Tennessee home page: [http://inalj.com/?page\\_id=56432](http://inalj.com/?page_id=56432)

**Texas**

to find more sites to job hunt at in TX check out INALJ Texas home page: [http://inalj.com/?page\\_id=56434](http://inalj.com/?page_id=56434)

**Utah**

to find more sites to job hunt at in UT check out INALJ Utah home page: [http://inalj.com/?page\\_id=56436](http://inalj.com/?page_id=56436)

Sponsored

[Reference Coordinator](#) / Rocky Vista University / Ivins, UT

Other jobs

[UX Designer](#) (contact before applying as it may have ended 5/8)/ The Church of Jesus Christ Latter-Day Saints/ Riverton UT

**Vermont**

to find more sites to job hunt at in VT check out INALJ Vermont home page: [http://inalj.com/?page\\_id=56438](http://inalj.com/?page_id=56438)

**Virginia**

to find more sites to job hunt at in VA check out INALJ Virginia home page: [http://inalj.com/?page\\_id=56440](http://inalj.com/?page_id=56440)

[Library Associate](#) / Thomas Balch Library / Leesburg, VA

[UX Researcher](#) / Ventera/ Reston VA

**Washington**

to find more sites to job hunt at in WA check out INALJ Washington home page: [http://inalj.com/?page\\_id=56442](http://inalj.com/?page_id=56442)

[Library Assistant](#) / Upper Skagit Library District / Concrete, WA / Apply by 5/20

[UX Researcher](#) / Qualtrics/ Seattle WA

**West Virginia**

to find more sites to job hunt at in WV check out INALJ West Virginia home page: [http://inalj.com/?page\\_id=56444](http://inalj.com/?page_id=56444)

**Wisconsin**

to find more sites to job hunt at in WI check out INALJ Wisconsin home page: [http://inalj.com/?page\\_id=56446](http://inalj.com/?page_id=56446)

[Head of Adult Services](#) / City of Sun Prairie, Sun Prairie, WI

**Wyoming**

to find more sites to job hunt at in WY check out INALJ Wyoming home page: [http://inalj.com/?page\\_id=56449](http://inalj.com/?page_id=56449)

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**CANADA****Alberta**

to find more sites to job hunt at check out INALJ Alberta home page: [http://inalj.com/?page\\_id=5931](http://inalj.com/?page_id=5931)

**British Columbia**

to find more sites to job hunt at check out INALJ British Columbia home page: [http://inalj.com/?page\\_id=5933](http://inalj.com/?page_id=5933)

**Manitoba**

to find more sites to job hunt at check out INALJ Manitoba home page: [http://inalj.com/?page\\_id=5934](http://inalj.com/?page_id=5934)

**New Brunswick**

to find more sites to job hunt at check out INALJ New Brunswick home page: [http://inalj.com/?page\\_id=5935](http://inalj.com/?page_id=5935)

**Newfoundland & Labrador**

to find more sites to job hunt at check out INALJ Newfoundland & Labrador home page: [http://inalj.com/?page\\_id=5939](http://inalj.com/?page_id=5939)

**Northwest Territories, Nunavut & Yukon**

to find more sites to job hunt at check out INALJ NWT, Nunavut & Yukon home page: [http://inalj.com/?page\\_id=102592](http://inalj.com/?page_id=102592)

**Nova Scotia & PEI**

to find more sites to job hunt at check out INALJ Nova Scotia & Prince Edward Island home page: [http://inalj.com/?page\\_id=5941](http://inalj.com/?page_id=5941)

**Ontario**

to find more sites to job hunt at check out INALJ Ontario home page: [http://inalj.com/?page\\_id=57040](http://inalj.com/?page_id=57040)

**Quebec**

to find more sites to job hunt at check out INALJ Quebec home page: [http://inalj.com/?page\\_id=5945](http://inalj.com/?page_id=5945)

**Saskatchewan**

to find more sites to job hunt at check out INALJ Saskatchewan home page: [http://inalj.com/?page\\_id=5946](http://inalj.com/?page_id=5946)

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## UK & Ireland

### Ireland

to find more sites to job hunt at check out INALJ Ireland home page: [http://inalj.com/?page\\_id=7707](http://inalj.com/?page_id=7707)

### UK

to find more sites to job hunt at check out INALJ UK home page: [http://inalj.com/?page\\_id=77527](http://inalj.com/?page_id=77527)

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## International (other countries)

### International

to find more sites to job hunt at check out INALJ International home page: [http://inalj.com/?page\\_id=8008](http://inalj.com/?page_id=8008)

[Scholarly Communications Librarian](#) / Hong Kong Baptist University / Kowloon Hong Kong / Hong Kong Baptist University Library now seeks an enthusiastic, out-going, and organised individual to join the team of Digital and Multimedia Services Section as Scholarly Communications Librarian (at the rank of Assistant Librarian). The successful candidate will: (i) oversee for the library's training and consultation programmes to support faculty publishing, data management, and data curation; (ii) facilitate the use of qualitative and quantitative research tools, bibliometrics, and altmetrics within campus; (iii) work collaboratively with a library's committee in developing, managing, and marketing the library's IR system; (iv) coordinate the management of HKBU theses and dissertations; (v) explore digital technology to support data management and research processes; (vi) assist in other areas of the section that include digital scholarship; and (vii) participate in the library's reference services. Applicants should have (i) a good university degree with a recognized professional qualification in library and information science (e.g., MLIS or equivalent) OR a Master's degree relevant to the position; (ii) two years of post-qualification and relevant experience in academic libraries; (iii) sound knowledge and practical experience in training provision, research processes, copyright, IR, PlumX, and major data software (such as SPSS, NVivo, GIS, etc.); (iv) strong written and oral communication skills in English; and (v) collaborative spirit in working with the university community and library colleagues. Shift duties are required. Salary will be commensurate with qualifications and experience. Application Procedure: Applicants are invited to write in response to the requirements and provide an updated curriculum vitae and/or fill in the application form which is obtainable (a) by downloading from <http://pers.hkbu.edu.hk/applicationforms>; or (b) by fax at 3411-7799; or (c) in person from the Personnel Office, Hong Kong Baptist University, AAB903, Level 9, Academic and Administration Building, 15 Baptist University Road, Kowloon Tong, Kowloon. The completed application form should be sent to the same address. Please quote PR number on all correspondence. Applicants not invited for interview 4 months after the closing date may consider their applications unsuccessful. Details of the University's Personal Information Collection Statement can be found at <http://pers.hkbu.edu.hk/pics>