

**HAMILTON COUNTY PERSONNEL/CIVIL SERVICE
ANNOUNCES AN OPEN COMPETITIVE EXAMINATION FOR:
LIBRARY MANAGER**

EXAMINATION NO: 63804
EXAM DATE: To Be Announced

Serves as head of a library serving a population below 2,500.* The work involves the responsibility of all library functions and administrative tasks. The work involves carrying out library policy as determined by the library board and standard practice. Also works with Southern Adirondack Library System (SALS) in planning and implementing library services. Direct supervision is exercised over other library personnel. Performs related work as required/assigned by board.

Minimum Qualifications:

Graduation from High School or possession of a high school equivalency diploma.

***Note:**

For populations below 2,500 the regulations do not specify a requirement. The qualifications for directors of libraries serving populations between 2,500 and 7,499 do not require a professional library degree. Requirements are listed in Commissioners Regulations 90.8.

As published in New York Library Association Typical Class Specifications for Civil Service Positions in Public Libraries., 1994

Proof of minimum qualifications are required at the time of application.

Upon approval of application, a Training and Experience Questionnaire must be completed. Approved candidates will receive directions for accessing the on-line Training and Experience portion of the examination and advising them of the deadline for submitting the on-line Training and Experience Questionnaire. Submission of the Training and Experience Questionnaire after the deadline will result in disqualification.

For more information or an application, please contact:
Hamilton County Personnel
PO Box 174, 102 County View Drive
Lake Pleasant, NY 12108
(518) 548-6375

Application must be received no later than April 13, 2018