



PERIODICALS STUDENT LIBRARY ASSISTANT

Library

Summer 2026

Duties/Responsibilities: Duties will include many functions of the department including the processing of periodicals, mail, and daily newspapers, using an automated system, and shelving the current periodicals in their specific areas. Other special duties may be assigned during the workday.

Qualifications: Dependable, attention to detail, willingness to work and take directions, and able to work independently and on a team. Physically able to lift a book weighing 30+ lbs.

Start date: 05/10/2026

End date: 08/15/2026

Work Schedule: To be arranged
Department Hours: 8:00am-5:00pm
Work Days: Monday - Friday

Hours Per Week: 10 to 15 hours per week

Starting pay rate: \$18.13 per hour

Additional Information: An application with references and an informal interview are required.

To apply, please submit student employment [application](#) to tclock@oxy.edu

