Duties/Responsibilities:
Library Services is conducting a complete inventory of their main book collection. This project will help improve the user experience by providing accurate, up-to-date information to both our staff and patrons. It will also help us make informed decisions related to collection management and development.

Working alone, the student assistant will use an inventory list to check books in the library’s stacks. Student assistants may also be asked to help with related shelf maintenance duties, such as shifting sections of books to make room for new additions to the collection.

Qualifications:
Persons in this position must be detail-oriented and comfortable working alone in a quiet environment. Ability to lift heavy books, push heavy book carts, and withstand exposure to dust is required.

Start date:
3/7/2022

End date:
5/6/2022

Work Schedule:
Flexible, while Academic Commons is open

Hours Per Week:
8

Starting pay rate:
$15

To apply, please submit student employment application to bchambers@oxy.edu