

**2018-2019
FEDERAL WORK-STUDY
JOB DESCRIPTION**

Department: Library

Campus: Cooper

Position Title: library assistant

Supervisor Information:

Name: Maria Yosifova

Campus: Cooper

Building: Oswald

Room: 222A

Phone: 859-246-6388

Brief Job Description: assisting library patrons with circulation and directional questions

and use of library equipment; shelving books; checking library materials in and out; general

customer service; other library projects as assigned

Preferred qualifications: customer service skills; computer skills; attention to detail;

dependability; ability to learn quickly; ability to follow instructions; team work

Number of positions: 1



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