



Materials Aide (Part-Time)-Santori

Are you a detail oriented, self-starter who likes a good challenge? If so, we have the job for you at Aurora Public Library District. We are currently looking for a part-time Materials Aide at our Santori location.

In this role you will

- Provide uniformly gracious and friendly service to all customers
- Check in, sort and shelve returned materials
- Search for and collect customer holds, lost and missing items
- Collect library materials from book returns
- Maintain orderliness in stacks by shelf reading, shifting materials and edging

Minimum Qualifications

- Must be at least 16 years old
- Basic ability to read and comprehend oral and written instructions in English
- Basic computer skills
- Ability to lift 50 pounds and move or transport up to 100 pounds of library materials from one location to another
- Ability to work independently
- Spanish language skills a plus

Schedule

Saturday	10:00 a.m.- 3:00 p.m.
Sunday	Off
Monday	4:00 p.m.- 9:00 p.m.
Tuesday	4:00 p.m.- 9:00 p.m.
Wednesday	Off
Thursday	5:00 p.m.- 9:00 p.m.
Friday	Off

Benefits

Starting hourly rate at \$15.00

Paid vacation and holidays

Application deadline: April 14, 2025- April 28, 2025

To apply:

If this sounds like the role for you, please send your application, resume and cover letter to hrdirector@aurorapubliclibrary.org.

A copy of our application can be found at:

https://aurora.libnet.info/images/pdfs/aurora/HR/Application_for_Employment.pdf.

About APLD:

APLD promotes lifelong learning by providing opportunities for self-directed personal growth, inspiring a growth mindset and development. We are a resource for everyone from early literacy through continued education, a place that welcomes all to its spaces, diverse collection and enriching programs. We empower, include and innovate our residents by connecting individuals to evolving services and technologies, giving access to the informational needs by being fine FREE while also functioning as a community cultural hub. APLD elevates its community by reaching out, building partnerships and engaging in our community's needs. **Stop by any of the 5 locations to learn more about [who we are](#) and start opening a world of possibilities!**