



SECURITY MONITOR
Part Time – 15 Hours per Week (Average)

We have an immediate opening for a part time Security Monitor. Primary responsibilities include patrolling all areas of the Main Library premises, handling situations related to safety and security, and performing opening and closing procedures. For a complete job description and qualifications, please go to www.palatinelibrary.org.

Qualifications include:

- High School Diploma or equivalent
- 1 year experience interfacing with the public in a comparable environment
- Permanent Employee Registration Card (PERC) preferred
- Ability to communicate effectively in English, both orally and in writing
- Courteous and service oriented

Physical requirements include: speaking, hearing and vision ability sufficient to adequately perform the duties of the job; ability to push/pull up to 50 pounds and lift and carry up to 20 pounds occasionally. Duties will require employee to bend, stoop, kneel, squat, crouch and climb stairs.

Schedule:	Mondays	5:00 p.m. - 9:15 p.m.
	Wednesdays	5:00 p.m. – 9:15 p.m.
	Every other weekend:	
	Saturdays	9:00 a.m. – 5:15 p.m.
	Sundays	12:00 p.m. – 5:15 p.m.

Salary: \$14.07 per hour

Employment applications are available on line at www.palatinelibrary.org, at the Welcome Desk at the Main Library, or at any of the branch locations. Please indicate the position you are applying for on the application. Submit cover letter, resume and application to employment@palatinelibrary.org.

June 2018