

ASCENSION PARISH LIBRARY
February 2, 2017

JOB OPENING: Facilities Maintenance/Courier

QUALIFICATION: High school diploma, basic maintenance and mechanical skills, knowledge in the use of Microsoft products [excel, word, outlook], ability to lift 45 pound boxes, valid driver's license and safe driving record. Should provide own hand tools. Background checks required.

RESPONSIBILITIES: Responsible for coordinating and overseeing facilities maintenance, courier services, branch inspections, minor maintenance and upkeep, and other duties as required.

SALARY: \$35,000 +, dependent upon experience, qualifications.

POSITION AVAILABLE: March 1, 2017

APPLICATION DEADLINE: Until filled.

APPLY: Send letter of application, resume, and three references to Angelle Deshautelles, Library Director, Ascension Parish Library, 708 South Irma Blvd., Gonzales, LA 70737.

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