University Library
Office of the Dean
MSC 3475
New Mexico State University
P. O. Box 30006
Las Cruces, NM 88003-8006

Posting#: 2008012521
Date Posted: November 14, 2008
Department: Access Services
Position Title: Library Specialist I
Deadline: December 02, 2008
Status: Regular Full Time
FTE: 100%
Salary: Grade 10
       Hourly $10.27

A classified employment application must be on file in order to schedule a typing test. Typing tests will be given by appointment only (additional information on the typing test is available in the NMSU Office of Human Resources).

Qualifications: NO TYPING TEST IS REQUIRED FOR THIS POSITION

DAYS/HOURS WORKED: MON-FRI, 8AM-5PM. (40 HOURS –FLEXIBLE WORK SCHEDULE AS PER NMSU LIBRARY POLICY #004). THIS IS A BARGAINING UNIT POSITION WITH AMERICAN FEDERATION OF STATE, COUNTY & MUNICIPAL EMPLOYEES (AFSCME)

“ALL OFFERS OF EMPLOYMENT, ORAL AND WRITTEN, ARE CONTINGENT ON THE UNIVERSITY’S VERIFICATION OF CREDENTIALS AND OTHER INFORMATION REQUIRED BY FEDERAL LAW, STATE LAW, AND NMSU POLICIES/PROCEDURES, AND MAY INCLUDE THE COMPLETION OF A CRIMINAL HISTORY CHECK.”

Two (2) years of college level study; four (4) years of academic library experience; or any equivalent combination of education and experience which provide the knowledge, skills, and abilities described below.


To obtain an application: Human Resources
Hadley Hall Room 17
New Mexico State University
Box 30001/MSC 3HRS
Las Cruces, NM 88003-8000
(505) 646-8000

NMSU IS AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER. Offer of employment contingent upon verification of individual’s eligibility for employment in the United States of America.