

**BRANCH MANAGER: Hartford Public Library** seeks creative and flexible individual to manage a branch location. Qualifications: Masters degree in library science from an ALA-accredited institution with previous supervisory/managerial experience. Previous supervisory/managerial experience required, preferably in a service organization. Candidate must have general computer proficiency, including knowledge of library software and Microsoft Office products; ability to communicate effectively and establish and manage effective working relationships with users, employees, supervisors, and the general public; and possess communication skills necessary to resolve issues with library users. Full job description and application are available from the Administrative Offices, Hartford Public Library, 500 Main Street, Hartford, CT 06103. A completed signed application must be received in order to be considered for this position.

**Position open until filled.**

Hartford Public Library requires a Criminal Background Check and Pre-employment Drug testing on applicants who are selected as a finalist for the position. Applicants will be provided a copy of any positive drug test results. A criminal record does not necessarily eliminate you from employment with Hartford Public Library. Each conviction will be reviewed with respect to the offense, circumstances, seriousness, and the position for which you apply. **E.O.E.**