Library hours are still not set for 2021 and appointment dates are not known at this stage. Shifts will depend on the libraries’ operating hours and the section or branch library where appointed.

**DUTIES:**
Assistance at the information commons, research commons, loan services and the branch libraries.

**REQUIREMENTS:**
- M or Hons -students with little to no class attendance
- Knowledge of the library catalogue and other electronic information databases
- Good computer skills and sound knowledge of MS Office (Word, Excel, PowerPoint)
- Good communication skills
- Strong client-service attitude and interpersonal skills
- Available to work either 23 or 40 hours per month, including Saturday morning/afternoon shifts during the library’s extended examination hours

**TRAINING:**
Compulsory attendance of a training programme

**TERM OF SERVICE:**
Unknown- As soon as possible

**SALARY:**
Remuneration is calculated on an hourly tariff and will be paid monthly or quarterly

**APPLICATIONS:**
Applications must include:
- A shortened CV including a certified copy of your highest qualification and ID / passport
- Your academic record and valid study permit if applicable
- Proof of registration for 2021
- A cover letter indicating your study plans for 2021
- Recent letter of confirmation of bank information
- SARS number

Send the relevant documentation to:
Potchefstroom: martin.nokoane@nwu.ac.za / gerda.beukman@nwu.ac.za
Mahikeng: nomzingisi.madikane@nwu.ac.za
Vanderbijlpark: tiny.moripa@nwu.ac.za