



Accepting applications for:

Library Clerk
Adult Services

Application deadline: Thursday, October 1, 2026

Visit www.icgov.org/jobs to apply online

One permanent part-time position available, 20 hours per week

Wage: \$23.47 to \$30.22 per hour

Hours: Monday – Thursday 10 AM – 2 PM, Friday 4-8 PM

Works in the evening, weekend, and holiday rotations

Job summary:

Under general direction, performs work related to interlibrary loans, to the circulation of library materials, and to answering basic reference and general library services questions. Works on the Help Desk. Performs fundamental circulation, clerical and customer service duties. Assists with self-check. Serves on assigned Library Work Groups and Teams.

Minimum qualifications:

- High school education or G.E.D. and four to six months of related experience or training; or equivalent combination of education and experience. Experience in library public services or customer service with clerical experience.
- Must pass criminal background check.

The City of Iowa City is an eligible employer under Public Service Loan Forgiveness Program. Please visit the PSLF website for more information: [*****studentaid.gov/manage-loans/forgiveness-cancellation/public-service#qualifying-repayment-plans](http://studentaid.gov/manage-loans/forgiveness-cancellation/public-service#qualifying-repayment-plans)

It is the policy of the City of Iowa City to afford equal employment opportunities for all employees and potential City employees. Disability-related accommodations can be requested at 319-356-5020 or jobs@iowa-city.org.

Date posted: September 17, 2026

