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EMPLOYMENT OPPORTUNITY: Facility Services Assistant

Date: February 27, 2026

Hours: Full-time, 35 hours per week

Starting Salary: \$11.00 - \$17.00 per hour. Starting salary is based on qualifications and experience.

Come join our team! The Barberton Public Library is seeking an enthusiastic, collaborative, and highly motivated individual to support the Library's vision to be the pride of the community by helping to maintain its facility and grounds. The position is full-time and will work primarily morning and day shifts Monday through Friday, though a flexible schedule, including nights and weekends, may be required on occasion.

The Library offers a comprehensive benefits package, including paid vacation and sick leave, 12 paid holidays, voluntary health, dental, and life insurance benefits, and retirement through the Ohio Public Employees Retirement System (OPERS). The Library supports continuing education for all staff members.

JOB RESPONSIBILITIES

Primary duties of this position include daily janitorial tasks, such as cleaning restrooms and vacuuming, seasonal outdoor tasks, such as lawn mowing and snow removal, and meeting room set-up. Work may also include moving books and furniture as needed, as well as assisting with special events.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES

The successful candidate will demonstrate the ability to understand and follow instructions, to work safely with cleaning agents, janitorial equipment, and lawn maintenance tools, and to effectively communicate and work with customers and staff in a personable and professional manner. A high school degree or equivalent is preferred.

APPLICATION PROCESS

The position is open until filled, but applications received on or before Friday, March 20, 2026 will be given first consideration. For consideration, applicants should submit a resume and application, available at www.barbertonlibrary.org, to employment@barbertonlibrary.org or mail them to: Director, Barberton Public Library, 602 W. Park Ave., Barberton, OH 44203.

ABOUT THE LIBRARY

Since 1903, the Barberton Public Library has been an essential community asset. It is our mission to promote independent thought and community interaction by providing services and resources necessary for individuals to pursue educational, creative, personal, and professional interests.

The Barberton Public Library is an Equal Opportunity Employer