4. Apply for Examination for Librarian I. (See back for details).

3. Certificate document number will be needed on the Erie County Application for Employment.

2. You do not need to obtain certification of your degree. The LIS office provides verification of the MLS degree.

1. Apply for the Public Librarian's Professional Certificate. www.nyвлекатель.gov/pbde/cert/
### Monroe County Personnel Board

**Phone:** (585) 753-1700  
**Address:** 39 West Main Street  
**City:** Rochester  
**County:** Monroe  

**Civil Service**  
**Contact:**  
**Phone:** (585) 428-7115  
**Address:** 39 Clinton Street  
**City:** Rochester  
**County:** Monroe  

**Municipal Civil Service - City of Rochester**  
**Phone:** (585) 753-1700  
**Address:** 39 West Main Street  
**City:** Rochester  
**County:** Monroe  

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### For Additional Information Contact:

**Application**  
Visit the Monroe County Library for more information.

**Job Openings**  
View Monroe County jobs.

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### Buffalo and Erie County Public Libraries

**Phone:** (716) 858-7747  
**Address:** 354 Washington Street  
**City:** Buffalo

**By Mail:**  
Second Floor, 1 Lafayette Square, Buffalo  
Human Resources Department  
Buffalo and Erie County Public Libraries

**By Visiting:**  
Second Floor, 1 Lafayette Square, Buffalo  
Human Resources Department  
Buffalo and Erie County Public Libraries

**By Phone:**  
(716) 858-7747  
Assistant Deputy Director, Human Resources

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### County Employment Opportunities

**Announcements**  
Go to www.ny.gov/employment for more information.

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### Rochester Public Library

**Announcements**  
Go to www.rocpl.org/employment for more information.

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### Civil Service Rating - Librarian I

- Salary: $40,000 - $79,000
- Date Available: 09/15/2023

**Eligibility:**  
Candidates must meet the following qualifications:

- A minimum of 1 course per category is required.
- Successful candidates will be required to pass a test of the position.

**Salary Scale:**  
Starting from $40,000 to $79,000

**Minimum Qualifications:**

- A bachelor's degree from a library school that is accredited by the American Library Association.
- A master's degree from a library school that is accredited by the New York State Education Department.
- Possession of a New York State Library Professional Certification.

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**Job Description:**

- The position involves the management of a library branch.
- Supervision of staff members.
- Development of library programs.
- Engagement with the community.

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**Application Requirements:**

- Submit a resume and cover letter.
- Provide references for consideration.

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**Contact:**

- Monroe County Personnel Board  
  Phone: (585) 753-1700  
  Address: 39 West Main Street  
  Rochester, NY 14614  
- Rochester Public Library  
  Phone: (585) 428-7115  
  Address: 39 Clinton Street  
  Rochester, NY 14614  
- Municipal Civil Service - City of Rochester  
  Phone: (585) 753-1700  
  Address: 39 West Main Street  
  Rochester, NY 14614

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**Application Process:**

- Complete the application online.
- Submit all required documentation.

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**Testing:**

- Written examination.
- Oral interview.

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**Appointment:**

- Successful candidates will be appointed to the Civil Service List.
- Appointment is subject to the approval of the Personnel Board.

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**Important Information:**

- For more information, visit the Monroe County Personnel Board.
- Additional requirements and criteria may apply.

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