



ROBERT COLLEGE

ISTANBUL, TURKEY

ROBERT COLLEGE is seeking a full-time LIBRARIAN

Candidates must meet the following criteria:

- A university degree, preferably in Library and Information Science or a related field.
- A minimum of 3 years of work experience.
- Be proficient in both Turkish and English. English is our primary language in the workplace.
- An ability to work collaboratively as part of a team, as well as independently.
- Strong communication, organizational and time management skills.
- Willingness and ability to work with curious and highly motivated young adults.
- A positive attitude and enthusiasm for working.
- Be a reader and understand the research process.
- A high level of IT skills and an interest in technological trends.
- A good understanding of Follett Library software is desired, as well as Google school products and applications.
- Working hours: Tuesday thru Thursday 13:00-21:00 and Monday and Friday 8:00 - 16:00. Flexibility is required and an occasional Saturday may be requested.

The position mainly involves;

- Maintaining a welcoming and supportive learning space and collection that promotes literacy and a love of reading and research. The library is a large space on two floors and this job requires a good level of fitness.
- Providing a variety of library services to the Robert College community.
- Specific duties will be assigned depending on the candidate's experience, expertise and interests.

Interested applicants who meet the qualifications may complete the online ***application form*** and send it to rchr@robcol.k12.tr by **June 15, 2023** including the contact details for at least three professional references.

****Aligned with international child protection standards, Robert College is committed to the safeguarding of children: its recruitment process includes a rigorous child protection element and detailed background checks.***