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HSLIC News - LibGuides at University of New Mexico

Are you a student looking for a job on campus and interested in library collections? The desk in the picture could be yours! HSLIC is seeking a detail-oriented student who works well in a team to serve as an archivist assistant. The archivist assistant will assist with the planning,



organizing, and maintenance of print and/or non-print collections.

Specific job duties include:

- Assisting in shifting collections
- Inventorying collections
- Processing new books and course reserves
- Digitizing material and rehousing of print materials
- Participate in other ongoing projects as assigned

The archivist assistant must be able to shelve library materials and perform physical activities as required including lifting material and pushing carts up to 50 lbs. Please submit a resume and cover

letter with your application. Apply at <https://unm.csod.com/ats/careersite/JobDetails.aspx?id=7725&site=14>.