



Li Ka Shing
Library

Li Ka Shing Library, Singapore Management University – Senior Library Specialist / Library Specialist

Li Ka Shing Library, in its third year of rapid and successful growth, emphasizes the support of SMU research and teaching through access and service. We now need to build up our technical services team as we move to a new integrated library system and create a university-wide digital library. We are seeking an experienced, innovative, enthusiastic Senior Library Specialist to join our **Technical Services Team** as well as being part of the **Customer Service Team** who is interested in being part of a dynamic research and learning environment. For a more detailed description of these positions and their requirements, please visit our website: http://library.smu.edu.sg/home/job_advert.asp

Requirements:

- Minimum of diploma holder, preferably in library or information science work or equivalent years of relevant experience
- Experience working with an integrated library system, especially acquisitions, serials, receiving, circulation or cataloging modules
- Strong Customer service orientation with good interpersonal and communication skills
- Excellent knowledge of written and spoken English
- Attention to detail
- Ability to analysis and resolve problems
- Required competencies, including accountability, clear communication, courage, self-awareness, valuing diversity, working in a team
- Prefer previous experience in an academic or research environment

Please <mailto:libjob@smu.edu.sg>. We will be reviewing resumes as they arrive. Only short-listed candidates will be contacted.