



MARKHAM PUBLIC LIBRARY

Systems Librarian

Job Posting # 2021-03

Hours: 35 hours per week on average

Job Type: Union Full-time

Grade: Union - 6C

Number of openings: 1

Posting Date: April 12, 2021

Closing Date: May 10, 2021 by 4:30 p.m.

Applications are now being received for the above position in the Virtual Services Department with Markham Public Library. The position is currently located at the Administration Centre.

VISION FOR THE POSITION

The Systems Librarian provides support for the library's IT systems, particularly the Symphony ILS. He/she works with MPL's Virtual Services team, public and technical services, and administration to determine the system's IT requirements and liaises with the City of Markham's IT department to ensure that the system's IT infrastructure is maintained appropriately. He/she is responsible for the library's API programming and for maintaining other technology solutions. He/she supports customers with advanced troubleshooting and liaises with IT to resolve related issues impacting customer service delivery.

The Systems Librarian is capable of advanced problem-solving and creative thinking. He/she has a solid understanding of the library's technology requirements, both internally and as a service provider to customers. The Systems Librarian is adept at managing competing, urgent priorities and can effectively work towards service improvement solutions.

DUTIES AND RESPONSIBILITIES

ILS Administration

1. Provides troubleshooting for ILS related system and technical issues. This includes SirsiDynix Symphony, BiblioCommons, Online Database Federated Search Interface, eBook Services, data networks and access authentication management.
2. Performs system back-ups. Monitors system performance and takes action to resolve problems.

Technical Support and Implementation

3. Participates in evaluating and testing new software and hardware, IT applications, and implementing new IT projects.
4. Assists with the implementation of service improvement initiatives through the system.
5. Serves as the automation coordinator for various library projects. Develops, implements, maintains and revises policies and procedures related to library systems.
6. Provides internal support to MPL staff on issues related to systems and IT software/hardware. Provides assistance on an ad hoc basis through internal reporting processes, and provides structured support as required through formal and informal training and instruction to staff.

Programming

7. Develops Application Programming Interface (API) code to customize and enhance the performance and functionality of the library's Symphony ILS. Works with library staff to determine customizations based on customer needs and process improvements.

General Duties

8. Participates in committee work, both internally and externally as it relates to their role at MPL.
9. Assists in other departments, including Service Delivery, as required.
10. Performs other duties as assigned.

QUALIFICATIONS

1. An ALA-accredited master's degree in Library and Information Science. Background education in computer science including software engineering/information systems, is strongly preferred.
2. A minimum 3 years experience in Integrated Library System administration and maintenance
3. Knowledge of scripting languages necessary to SirsiDynix and other library software (e.g. Perl, C/C++, Oracle, Java, Python, PHP, etc)
4. Experience with relational database queries and presentations in Windows Server 2003 and UNIX environments.
5. Experience troubleshooting computer software, hardware, network and browser problems is preferred.

DEMONSTRATED SKILLS

1. Ability to effectively manage multiple projects concurrently.
2. Demonstrated ability to work independently or in a team environment in a lead or participatory role.
3. Effective communication skills, including the ability to communicate with staff with a wide range of technical abilities.

CORE COMPETENCIES

- Serves Internal Customers Effectively
- Ensures Attention to Detail
- Builds Knowledge and Competence
- Manages Multiple Priorities
- Thinks Analytically
- Communicates Proactively
- Seeks Understanding
- Creates Solutions

WORKPLACE HEALTH AND SAFETY

This position shall:

- Learn the Occupational Health and Safety Act, the Board's Health and Safety Policy and program, and observe and comply with health and safety regulations and procedures.
- Report health and safety hazards, incidents of infractions of the regulations to the immediate supervisor.

- Use, wear and care for protective devices, clothing and safety equipment provided by the Board for personal protection.
- Bring suggestions for the correction of occupational health or safety hazards to the attention of the immediate supervisor.

All interested candidates are asked to submit a resume and covering letter indicating how they meet the qualifications of the position to:

E-mail: jobposting@markham.library.on.ca

Please quote the job posting # 2021-03 on the Subject line when applying.

**Recruitment Department
Markham Public Library
6031 Highway # 7
Markham, Ontario
L3P 3A7**

We thank all applicants for their interest, however, only those selected for an interview will be contacted.