

Trainee Library Assistant

Fixed term appointment for one year commencing September 2006.

Salary £16,928 p.a. inc.

You will be energetic and hardworking, providing administrative support to Libraries and Archive Department staff.

You will be a graduate who is seriously considering a career in librarianship and who intends to enter a course in Librarianship/Information Studies in the Autumn of 2007. The post will offer an introduction to the work of a specialist art historical library and will provide an opportunity to gain experience in a range of activities within the Libraries and Archive Department.

You must have a knowledge of, or serious interest in, Western European painting and some understanding of foreign European languages (particularly French, German and Italian). Good interpersonal and communication skills are required and you must be flexible enough to work on your own, without supervision and as part of a small team. Attention to detail, a methodical approach to work and accurate keyboard skills are essential. Familiarity with Word is also required and some experience of library work would be of advantage.

Closing date: 9 June 2006.

For an application pack, please visit our website at www.nationalgallery.org.uk/jobs or email: recruitment2@ng-london.org.uk Alternatively, please telephone Louise Alexander on 020 7747 2504. Please quote job ref: LIB/06/10.

All applicants with a disability who meet the essential short-listing criteria will be guaranteed an interview.

THE
NATIONAL
GALLERY

The National Gallery is an
Equal Opportunities employer.

File Name	82431 guardian 22.5	Ad confirmed ready for despatch
Version	2	
Originated	RICH	
Amended		
A/H	elzette	Signed (A/H)
TRIBAL	Resourcing	E&OE: This proof has been read and checked, but final responsibility for its accuracy rests with the client.