

City of Wagner

Job Opening

Opening Date: February 25, 2026

Closing Date: Open until filled

Position: On-call/temporary Part-time Library Aid

Supervisor: City Librarian

Wage: Negotiated based on Qualifications

Qualifications:

- High School diploma or GED equivalent
- Ability to work as part of a team and deal with a variety of personality types, individuals, and work situations.
- Maintains a high standard of customer service.
- Able to follow instructions and work with minimal supervision.
- Must have good writing and oral presentation skills and office organizational skills.
- Must have excellent time management skill with the ability to accomplish deadlines in a timely manner.
- Work is primarily performed in a normal office setting. Hand-eye coordination is necessary to operate computer and various pieces of office equipment, occasional lifting up to 20 pounds. Some outdoor work is required.
- While performing duties of the job, the employee is frequently required to sit and talk or hear. The employee is occasionally required to walk; use hands to finger, handle, feel or operate objects, tools or controls; and reach with hands and arms.
- Specific vision abilities required by this job include close vision and the ability to adjust focus.
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Job description and Applications are available at the City Finance Office located at 60 S Main Ave, Wagner, SD 57380. You may also contact the Finance Office with any questions at 605-384-3741.

“The City of Wagner is an Equal Opportunity Employer”