

WARMINSTER TOWNSHIP FREE LIBRARY
JOB POSTING NOTIFICATION

Date: October 2011

Job Title: LIBRARY DIRECTOR

Location: Warminster Township Free Library; 1076 Emma Lane;
Log College Complex; Warminster, PA 18974

To Apply: Submit resume, letter of interest, and answers to questions with pre-employment testing (Instructions Below)
Please Note: The letter of interest, resume and essay answers must be uploaded as one document. Please prepare prior to starting testing.

PRE-EMPLOYMENT TESTING: We are asking all applicants interested in the Warminster Library Director position to complete pre-employment testing and answer the following two questions:

What do you consider to be your major accomplishments in your current job?

How would you develop a vision and mission for the future and then communicate that vision?

The testing consists of one test: the Customer Service Aptitude Profile (CSAP), which takes about 20-25 minutes to complete. Please create **one** document in any of these accepted formats: .doc; .docx; .rtf; or .pdf. The document should include: your cover letter (letter of interest), your resume, and your response to the two questions above. When your document is completed, you are ready to start the testing. Please copy and paste the url below into your Internet browser:

<http://www.ondemandassessment.com/verify/apply/mqvAAv/hnDPDBa>

From there you will enter the testing site.

- You will be asked to enter your name and e-mail address. Once you are done, click "Submit."
- Next, you will be given an eleven-digit Test Event ID; click "Proceed."
- You must then upload your letter of interest/resume/question responses (one document).
- You will then start the CSAP test.
- Once you have completed the test, the results will be sent to Warminster Township Free Library. You will be contacted if the Interview Team would like to discuss your application further.

A complete job description is posted on the Bucks County Public Library website at http://www.buckslib.org/jobs/cpl_jobs.cfm.