



COUNCIL OF LEGAL EDUCATION

NORMAN MANLEY LAW SCHOOL

ADVERTISEMENT FOR POST OF ASSISTANT LIBRARIAN **AT THE NORMAN MANLEY LAW SCHOOL**

The Council of Legal Education invites applications for the post of Assistant Librarian at the Norman Manley Law School, Jamaica.

The successful applicant will be expected to assume duties on **Tuesday, August 2, 2016**. Applicants must have a Masters Degree in Library Science from a recognized tertiary institution and at least 5 years' experience working in a library. The position is a full-time one and no outside employment may be undertaken without the prior approval of the Principal of the Norman Manley Law School. The appointment will be on contract for three years in the first instance and is renewable.

The Assistant Librarian will offer support to the Librarian in management/administrative and technical capacities in the provision of library services to support the objectives of the Law School.

Where appropriate, full economy class passage and baggage allowance for the successful candidate and his or her family will be paid on appointment and on normal termination of appointment.

THE APPLICATION

Six (6) copies of the following documents are required:

- Letter of application
- Curriculum vitae and supporting documents
- Three (3) letters of recommendation

To be submitted no later than **April 15, 2016** to:

THE OFFICE OF THE PRINCIPAL
NORMAN MANLEY LAW SCHOOL
P.O. Box 231
Mona Campus
Kingston 7
JAMAICA, W.I.

Only shortlisted applicants will be acknowledged.

Information relating to salary and allowances may be directed to the Office of the Principal, Norman Manley Law School at 1-876-927-1235/1899.

For a copy of this advertisement and/or further particulars, please refer to www.nmls.edu.jm