



SEG Group is the Leading Providers of Quality Education and provides education to students wishing to pursue careers in international hotel, hospitality and tourism management. It groups 7 campuses located in Bouveret, Brig, Caux, Leysin, Lucerne, Montreux & Neuchâtel.

For our Campus in Bouveret, we are looking for ;

LIBRARIAN

Starting Date : As soon as possible

Responsibilities:

- Ensure that a comprehensive, professional and appropriate library service is provided to staff and students by promoting the Library
- To maintain and develop learning resources services both as a physical and electronic environment
- To participate in the academic development of the school by supporting the implementation of new technologies and resources
- Library induction and information literacy sessions
- To maintain and implement procedures and practices in liaison with the Head of Learning Resources and Academic Dean

Qualities & Qualifications:

- Minimum 1 year work experience as a Librarian if possible in an international environment
 - Strong interest in educational technology and good IT skills
 - Mother tongue or fluent in English
 - Flexibility to work during afternoons and evenings (1pm to around 9.30pm), weekends and bank holidays
 - Sense of responsibilities and ability to work independently
 - Student-focused and committed to supporting them in achieving their goals
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- Swiss Nationality or C,B,L or G permit with European Nationality CE/AELE

Answers will be given only to corresponding profiles.

If the above position interests you, please send your complete application and relevant documents to hr.aca@swisseducation.com