

Employer Digital Skills Profile



©National Library

LGC NLW LLYFRGELL GENEDLAETHOL CYMRU
THE NATIONAL LIBRARY OF WALES

National Library of Wales

Essential Digital Skills We Value

Digital Proficiency

Online resources available through library website, e.g. collections catalogue, manuscripts.

Digital Learning

Training on the MS office package, transcription of collections to digital format, conservation work, quality assurance.

Digital Communication

Email, Teams, Zoom and social media.

Company
National Library of Wales

Company size
230

Founded
1907 and in its current location since 1916

Where is the company based
Aberystwyth, Wales

Examples of typical graduate roles

Admin and Finance Assistants
Library and Archive Assistants
Shop Assistants
Portering Team
Hospitality Assistants



How integral is technology to your daily work?

"Technology is used throughout the library, we have live videos showing clips from our archives to online catalogues."

What kind of person would be a good fit for the National Library of Wales?

"Provided you are not scared of using technology there are plenty of opportunities for you at the Library. Full training will be given as much of our work is very unique in nature."

Does not speaking Welsh stop graduates from applying to work with you?

"Each Job Description will specify the level of Welsh required to undertake a role. Our front of house posts require the ability to communicate through the medium of Welsh, but we are more relaxed with positions which don't face the public."

Has Covid changed the way that you work?

"Prior to Covid, we were all working on site and travelling to meetings. The Library now offers hybrid working and most of our meetings are held on-site in Aberystwyth or via Teams."



[NLW Website](#)