Company: The Syndicate

Job Title: Marketing Rep

Position Status: Paid

Description: About The Job

The Syndicate is currently hiring marketing representatives to join our national street marketing team. This position is ideal for college students interested in getting experience in the music/entertainment business.

Responsibilities
Promote artists, bands, comedians, albums, tours and much more:
- Distribute fliers at concerts, events and festivals.
- Create poster displays at high traffic retail outlets and college campuses

Qualifications
- Above all, a passion for music, comedy, entertainment, marketing and people
- Strong knowledge of your city's neighborhoods, and hangout spots
- Responsible/Reliable
- High level of enthusiasm

Preferred Major: Open to all majors and programs

Application Instructions: Fill out an application: http://www.synnernation.com/

Contact Information:

Andrew Galvan
street@thesyn.com
1801 Willow Avenue, Weehawken, NJ 07086

Preferred Method of Contact: Email
Company: Pepco Holdings, Inc

Job Title: Lifeguard (13048), Newark, DE

Position Status: Full time

Description: Pepco Holdings, Inc. (PHI) is one of the largest electricity delivery and natural gas companies in the mid-Atlantic region. More than 1.8 million customers in Washington D.C., Delaware, Maryland, New Jersey and Virginia depend on PHI for their electricity and natural gas.

Required
• Ability and willingness to obtain American Red Cross Lifeguard Certification prior to the pool opening on Saturday, May 25, 2013. Includes passing a pre-course screening session which includes:
  • Swimming 300 yards continuously, using these strokes:
    o 100 yards of front crawl using rhythmic breathing and a stabilizing propellant kick
    o 100 yards breaststroke
    o 100 yards of either front crawl using rhythmic breathing, or breaststroke or a combination of both swimming 20 yards (front crawl or breast stroke), surface diving to a depth of 7-10 feet, retrieving a 10-pound object, and returning with it to the surface, and swimming back 20 yards. This is a timed event.
• Ability and willingness to obtain CPR certification for the Professional Rescuer prior to the pool opening on Saturday, May 25, 2013.
• Ability and willingness to perform physical tasks such as arranging tables and chairs in the pool deck area and cleaning the pool and deck area, as well as the bathrooms.
• Ability and willingness to work in a team environment.
• Ability and willingness to work various shifts (day and evening) during the week, weekends and holidays during the pool season.
• Ability and willingness to work a minimum of 32 hours per week and be available for overtime.
• Must successfully pass a Criminal History Records Check.
• Must successfully pass a medical screening to include a drug test.

Preferred:
• Possesses American Red Cross Lifeguard certification.
• Possesses CPR certification for the Professional Rescuer.
• Experience administering first aid.
• Experience performing as a lifeguard.
• Ability to be available for 4-6 hours per week in the afternoons and/or weekends from the end of April until the end of May to assist with preparations prior to when the pool opens.

PHI is an affirmative action, equal opportunity employer with a commitment to diversity.
Preferred Major: Open to all majors and programs

Application Instructions: Please apply online at http://www.phicareers.com

Contact Information:

Teresa Staten
rebecca.misel-newpher@pepco.com
401Eagle Run Rd
Newark, DE 19701

Preferred Method of Contact: Email
Company: Pepco Holdings, Inc

Job Title: Assistant Pool Manager (13051), Newark, DE

Position Status: Full time

Description: Pepco Holdings, Inc. (PHI) is one of the largest electricity delivery and natural gas companies in the mid-Atlantic region. More than 1.8 million customers in Washington D.C., Delaware, Maryland, New Jersey and Virginia depend on PHI for their electricity and natural gas needs. In this role, you will:

- Open and close the pool. § Assit the Pool Manager.
- Oversee lifeguards.
- Count money and perform related recordkeeping tasks (for example, collecting money from patrons, making deposits).
- Oversee the safety of pool members in the pool and around the property.
- Administer first aid if necessary.
- Enforce pool rules.
- Sign members in and out of the pool and take payments for guest fees.
- Monitor pool chemical levels to meet code standards.
- Perform minor repairs and installation (i.e., tables and umbrellas).
- Inspect and assure cleanliness in the pool area to include pool and deck area, locker rooms, pool office and pump house.
- Assist in maintaining the cleanliness of the above listed areas by using power washer, brooms, etc.
- Be courteous to all members and guests.

Required

- Experience performing as a lifeguard.
- Experience administering first aid.
- Must currently possess or have the ability and willingness to obtain / renew American Red Cross Lifeguard Certification prior to the pool opening on Saturday, May 25, 2013. Includes passing a pre-course screening session which includes:
  - Swimming 300 yards continuously, using these strokes:
  - 100 yards of front crawl using rhythmic breathing and a stabilizing propellant kick
  - 100 yards breaststroke
  - 100 yards of either front crawl using rhythmic breathing, or breaststroke or a combination
  - Swimming 20 yards (front crawl or breast stroke), surface diving to a depth of 7-10 feet, retrieving a 10-pound object, and returning with it to the surface, and swimming back 20 yards. This is a timed event.
• Must currently possess or have the ability and willingness to obtain/renew CPR certification for the Professional Rescuer prior to the pool opening on Saturday, May 25, 2013.
• Ability and willingness to perform physical tasks such as arranging tables and chairs in the pool deck area and cleaning the pool and deck area as well as the bathrooms.
• Ability and willingness to work in a team environment and oversee lifeguards.
• Ability and willingness to work various shifts (day and evening) during the week, weekends and holidays during the pool season.
• Ability and willingness to work a minimum of 32 hours per week and be available for overtime.
• Must successfully pass a Criminal History Records Check.
• Must successfully pass a medical screening to include a drug test.

Preferred:
• Experience counting money and performing related recordkeeping tasks (for example, collecting money from patrons, making deposits).
• Ability to be available for 4-6 hours per week in the afternoons and/or weekends from the end of April until the end of May to assist with preparations prior to when the pool opens.

PHI is an affirmative action, equal opportunity employer with a commitment to diversity.

Preferred Major: Open to all majors and programs

Application Instructions: Please apply online at http://www.phicareers.com

Contact Information:

Teresa Staten
rebecca.misel-newpher@pepco.com
401 Eagle Run Rd
Newark, DE 19701

Preferred Method of Contact: Email
Company: Pepco Holdings, Inc

Job Title: Finance Intern (13069), Newark, DE

Position Status: Full time

Description: Pepco Holdings, Inc. (PHI) is one of the largest electricity delivery and natural gas companies in the mid-Atlantic region. More than 1.8 million customers in Washington D.C., Delaware, Maryland, New Jersey and Virginia depend on PHI for their electricity and natural gas. In this role, you will conduct financial analysis, primarily focused on public utility company capital structure and cost of capital. Also participates in other special projects. Work will support utility rate and filings including testimony and exhibit preparation and responding to data requests. Uses internal data and company financial statements to calculate utility cost of debt and preferred stock. Collects financial data using publically available as well as proprietary sources to support the development of common equity cost rate estimates. Routinely applies financial theory. Develops new spreadsheets and updates existing applications as directed. Prepares documentation as directed.

Required
• Must be pursuing a Bachelor’s or Master’s degree in Finance or equivalent.
• Must be at the level of an incoming college junior or above.
• Must have a cumulative GPA of 2.5 or above on a 4.0 scale.
• Familiarity with financial theory.
• Experience demonstrating skill performing online research (e.g., researching financial websites).
• Experience demonstrating skill performing financial analyses (e.g., using excel).
• Experience demonstrating skill communicating with others, both orally and in writing.
• Experience demonstrating skill using PC-based word processing, spreadsheet, and e-mail software.
• Ability and willingness to work 40 hours per week.
• Ability and willingness to work extended hours.
• Ability and willingness to travel to various Company locations as required.
• Ability and willingness to input data into the computer.
• Ability and willingness to work in a team environment.
• Ability and willingness to work under tight deadlines.
• Ability and willingness to support multiple managers/staff members.
• Must possess a valid driver’s license.
• Must successfully pass a Criminal History Background Check.

Preferred:
• Familiarity with securities valuation.
• Experience demonstrating skill using PC-based presentation software
PHI is an affirmative action, equal opportunity employer with a commitment to diversity.

**Preferred Major:** Accounting

**Application Instructions:** Please apply online at [http://www.phicareers.com](http://www.phicareers.com)

**Contact Information:**

Teresa Staten  
302-454-6161 (Phone)  
[teresa.staten@pepcoholdings.com](mailto:teresa.staten@pepcoholdings.com)  
401 Eagle Run Rd  
Newark, DE 19702

**Preferred Method of Contact:** Phone
Company: Pepco Holdings, Inc

Job Title: Business Intern II (13077), Newark, DE

Position Status: Full time

Description: Pepco Holdings, Inc. (PHI) is one of the largest electricity delivery and natural gas companies in the mid-Atlantic region. More than 1.8 million customers in Washington D.C., Delaware, Maryland, New Jersey and Virginia depend on PHI for their electricity and natural gas. Our corporate Internship program provides you with hands-on business experience in a Fortune 500 Company. You will have the opportunity to work on challenging assignments within the Customer Service Operations Group to gain valuable, practical experience in a professional work environment. Many of the Company’s Interns have turned their internships into full-time careers with PHI upon graduation. The program runs from May/June – August.

Required
• Must be pursuing a Bachelor’s degree in Business Administration, Finance, Economics, Accounting or related field.
• Must be at the level of an incoming college sophomore or above.
• Must have a cumulative GPA of 3.0 or above on a 4.0 scale.
• Must have a basic understanding of business administration/economics/finance/accounting (e.g., has completed relevant introductory 101-level courses).
• Experience demonstrating skill communicating with others, both orally and in writing.
• Experience demonstrating skill using PC-based word processing, spreadsheet, and email software (e.g., Word, Excel).
• Ability and willingness to work in a team environment.
• Ability and willingness to work 40 hours per week.
• Must successfully pass a Criminal History Background Check.
• Must successfully pass a medical screening to include a drug test.

Preferred:
• Pursuing a Master’s degree in Business Administration, Finance, Economics, Accounting or related field.
• Experience demonstrating skill using database and presentation software (e.g., MS Access, PowerPoint).

PHI is an affirmative action, equal opportunity employer with a commitment to diversity.

Preferred Major: Accounting, All Business Programs

Application Instructions: Please apply online at http://www.phicareers.com
Contact Information:

Teresa Staten
302-454-6161 (Phone)
teresa.staten@pepcoholdings.com
401 Eagle Run Rd
Newark, DE 19702

Preferred Method of Contact: Phone
Company: Pepco Holdings, Inc

Job Title: Information Technology Intern I NERC (13098), Newark, DE

Position Status: Full time, Paid

Description: Pepco Holdings, Inc. (PHI) is one of the largest electricity delivery and natural gas companies in the mid-Atlantic region. More than 1.8 million customers in Washington D.C., Delaware, Maryland, New Jersey and Virginia depend on PHI for their electricity and natural gas.

Required
• Working towards an Associate’s Degree or technical certification in a computer related field.
• Must have a cumulative GPA of 2.5 or above on a 4.0 scale.
• Experience demonstrating skill using PC-based word processing and e-mail software.
• Working knowledge of telecommunication and/or computer hardware and software systems.
• Experience demonstrating skill communicating with others, both orally and in writing.
• Ability and willingness to work extended hours or a modified schedule for planned or emergency work on an occasional basis.
• Ability and willingness to work 40 hours per week.
• Ability and willingness to travel to various Company locations as required
• Ability and willingness to perform physical tasks on occasion (for example, lifting and transporting printers weighing up to 50 pounds and/or up to 75 pounds with assistance).
• Ability and willingness to work in a team environment.
• Ability and willingness to support multiple managers/staff members.
• Must possess a valid Driver’s License.
• Must successfully pass a Criminal History Records Check.
• Must successfully pass a medical screening to include a drug test.
• This position is a NERC Regulated position. As such, a background check will be conducted on the incumbent every seven years. Additionally, the incumbent will be required to complete annual NERC compliance training.

Preferred:
• Experience demonstrating skill installing, maintaining, repairing and/or supporting PC, printers, and/or digital voice equipment.

PHI is an affirmative action, equal opportunity employer with a commitment to diversity.

Preferred Major: Computer Engineering Technology, Computer Information Systems, Information Security

Application Instructions: Please apply online at http://www.phicareers.com
Contact Information:

Teresa Staten
302-454-6161 (Phone)
teresa.staten@pepcoholdings.com
401 Eagle Run Rd Newark DE 19702

Preferred Method of Contact: Phone
Company: Frog Hollow Golf Club and Restaurant

Job Title: Kitchen Manager/Chef

Position Status: Full time

Description: The Kitchen Manager/Chef must have strong culinary knowledge as well as technical and customer service skills. The Kitchen Manager/Chef is responsible for budget management, controlling food and labor costs to meet budget, managing and maintaining restaurant and banquet menus and maintaining safety and sanitation standards.

ESSENTIAL DUTIES AND RESPONSIBILITIES: Primary duties and responsibilities include, but are not limited to the following:

- Instrumental in developing menu for restaurant and banquet functions.
- Assist with development of local brand awareness.
- Maintain budgeted revenue, cost of sales, labor, supplies and operating cash flow relating to food operations. Review monthly profit and loss statements and act on all variances.
- Plan, supervise, and execute all banquet functions in conjunction with the operations and sales staff, including supervision of the preparation and service of food and refreshments, as well as clean-up.
- Estimate food consumption and make purchases as appropriate.
- Assist in recruiting, hiring, and retaining best-in-class work force with the assistance of the management team. Addresses and resolves disciplinary issues as appropriate.
- Foster a team work environment and build a team in Food & Beverage.
- Supervision of kitchen staff and overseeing the preparation, portioning, garnishing and storage of food.
- Maintenance of kitchen and storage facilities in sanitary condition.
- Ensure that product quality, freshness and presentation always meet company standards.
- Assist in scheduling staff efficiently to accommodate varying business volumes.
- Facilitate and manage all kitchen equipment maintenance as well as local Department of Health (DOH) regulations by implementing and conducting Sanitation Audits and Cleaning Schedules. Report critical issues to Director of Food and Beverage.
- Interact with client/customers on a daily/weekly basis.
- Proactively ensure that a clean, safe environment is maintained at all times.
- Ability to work varying shifts, weekends and holidays, as well as, extended workdays to support business needs.
- Other duties may be assigned.

SUPERVISORY RESPONSIBILITIES: Lead Cook(s), Cook(s), Dishwasher(s), Runner(s)
QUALIFICATIONS: Kitchen Manager/Chefs possess a highly developed sense of customer service and interpersonal skills including high integrity, respect for all individuals (customers, vendors, and employees), solid communication skills, strong critical and analytical thinking skills, and strong culinary skills. Kitchen Manager/Chef must be strong team leader, possess a high level of profit and loss capability, and strong organizational skills and attention to detail.

EDUCATION AND/OR EXPERIENCE: Bachelor's degree or culinary degree preferred and a minimum of three years kitchen management experience in high-volume retail, entertainment, hospitality, or restaurant venue is preferred. Proficiency with managing a P&L required. Experience preparing catered events and presenting foods for special events desirable. Relevant experience or equivalent combination of education and experience is also acceptable.

Preferred Major: Culinary Arts

Application Instructions: Please email your resume to the email address or stop by Frog Hollow Golf Club and Restaurant to complete an application and attach it to your resume.

Contact Information:

Lori Ewald
lewald@froghollowgolfclub.com
1 East Whittington Way
Middletown, Delaware 19709

Preferred Method of Contact: Email
Company: Will Davis Law Firm

Job Title: File Clerk/Data Entry

Position Status: Part time

Description: Candidate is responsible for inputting information and being confidential in all matters. Maintaining accurate files/transactions. Organizing files for easy accessibility, answering of phones and greeting new or existing clients, ensuring that on-going trial reports for specific trials re research information are up to date.

Must be proficient with Excel and Word. Detail oriented and well-organized. Having a Legal background or classroom work in such field is helpful.

Preferred Major: Criminal Justice, Paralegal

Application Instructions: Please forward your resume to either 443.593.0444 or to the e-mail listed above Will@wildavislaw.com

Contact Information:

E. Butler
Will@willdavislaw.com
223 East main Street/ Elkton, MD 21921

Preferred Method of Contact: Email
Company: Will Davis Law Firm

Job Title: Receptionist/ Data Entry Clerk

Position Status: Part time, Paid

Description: Candidate is responsible for answering telephones and properly directing the calls and/or providing information within the scope of general (non-legal) manner such as time scheduled for appointments, locations, fax or telephone numbers.

Greeting potential or existing clientele and/or their representatives and handing them the proper forms to complete.

Be service and goal oriented and timely and accurate in responsiveness

Having excellent interpersonal skills

Additionally, there may be some inputting of general information with respect to clientele.

Experience:

The candidate should at minimum have a high school education, college experience preferred.

A course, or courses in Criminal Law helpful.

Must have at least 2 years of working background in customer service, answering telephones and having direct contact with customers.

Fluent in English, an understanding and ability to communicate in Spanish/ French a plus

A working knowledge of Microsoft word and Excel required.

Preferred Major: Criminal Justice, Paralegal

Application Instructions: Please forward your resume to either 443.593.0444 or to the e-mail listed above Will@willdavislaw.com

Contact Information:

E. Butler
Will@willdavislaw.com
223 East main Street/ Elkton, MD 21921

Preferred Method of Contact: Email
Company: NS Charney & Associates

Job Title: Field Service Engineer

Position Status: Full time

Description: Looking for an electronics engineering technology or biomedical background, work experience preferred. You will work as a Field Service Engineer, repairing, troubleshooting and calibrating customer’s equipment.

Good communication and customer skills a must. Should have demonstrated technical troubleshooting/analytical problem solving skills. The company provides a competitive base salary, company car, as well as other benefits.


Application Instructions: Email resume to audran@nscharney.com

Contact Information:

Audra Necker
audran@nscharney.com
19111 Detroit Rd.
Suite 300
Rocky River, OH 44116

Preferred Method of Contact: Email
Company: Delaware Insurance Guaranty Assn.

Job Title: Administrative/Accounting Assistant

Position Status: Part time

Description: Support the Claims Adjusters and Accounting Staff of the Delaware Insurance Guaranty Assn. Scanning, Word, Accounts Payable, Accounts Receivable, Data Entry and other administrative duties.

Preferred Major: Accounting, General Business, All Business Programs

Application Instructions: Email resume’ to Barry Miller at bmiller@deiga.com

Contact Information:

Barry Miller
bmiller@deiga.com
220 Continental Drive, Suite 309
Newark, DE 19713

Preferred Method of Contact: Email
Company: City of Dover Police Department

Job Title: Records Unit Supervisor

Position Status: Full time, Paid

Description: Supervise assigned staff, provide planning and training; maintain departmental records, policies and procedures. Primary duties include assigning and evaluating work, providing discipline were required; overseeing collection input and storage of police documents; reviewing and analyzing reports for area of responsibility; tracking reported information for submission to Records Unit and reporting discrepancies; gathering and maintaining data/information for Department and preparing and distributing routine and special reports; responding to requests for reports, subpoenas for documents related to a complaint, or grid runs for crime statistics; perform expunging and pardoning of records; perform clerical tasks and attending meetings.

Preferred Major: Open to all majors and programs

Application Instructions: Submit City of Dover employment application and cover letter detailing related experience, along with a resume. Applications are available at the website

Contact Information:

Human Services
www.cityofdover.com
City of Dover, Attn: Human Resources Department
P.O. Box475
Dover, DE 19903

Preferred Method of Contact: Address / Mailing
Company: Hologic, Inc.

Job Title: Equipment Technician

Position Status: Full time

Description: Hologic, Inc. is a leading developer, manufacturer and supplier of premium diagnostic products, medical imaging systems, and surgical products dedicated to serving the healthcare needs of women. Hologic is a market leader in mammography and breast biopsy, breast magnetic resonance imaging, radiation treatment for early-stage breast cancer, cervical cancer screening, treatment for menorrhagia and uterine fibroids, permanent contraception, osteoporosis assessment, preterm birth risk assessment, mini C-arm for extremity imaging, and molecular diagnostic products including human papillomavirus (HPV) testing and reagents for a variety of DNA and RNA analysis applications. Our core business units are focused on breast health, diagnostics, GYN surgical, and skeletal health.

Hologic, Inc. is proud to be an equal opportunity employer

Summary of Duties and Responsibilities
• Perform equipment maintenance both ongoing and preventative, repairs and process development in a 100 cleanroom and Production environment.
• Primary support to coaters, microscopes, pumps, and other equipment as required.
• Troubleshoot and repair of equipment.
• Support manufacturing engineering on technical projects.
• Perform equipment measurements and inspections based on written documentation.
• Follow all requirements for working in a Class100 cleanroom.
• Follow all ESD requirements.
• Proficiency with all basic hand tools.
• Ability to work in a cleanroom environment with minimal supervision.
• Document equipment maintenance procedures.
• Perform measurements and inspections based on written documentation.
• Understand and follow all safety requirements of the equipment and processes in assigned area of responsibility.
• Ability to read and follow written specifications and/or procedures in all operations.
• Perform daily maintenance, both ongoing and preventative, of all equipment within assigned area.
• Ensure the use of the correct maintenance procedures and Checklists / Specs.
• Assist in the investigation and resolution of process problems within assigned area.
• Ensure that thorough documentation concerning equipment is properly recorded and tracked.
• Assist engineering and technicians to resolve production issues on a daily basis.
• Work on special projects as requested.
Ability to effectively participate in equipment installs, upgrades and improvements.
Must be willing to work any shift and perform other related duties as directed.

Qualifications
• Proficiency with electrical test equipment such as multimeters and microscopes.
• Ability to read and follow electro-mechanical assembly drawings, procedures and schematics.
• Ability to follow Hologic written procedures to maintain GMP compliance and ISO 13485 certification.
• Must have very good computer skills and knowledge.
• Must be detail oriented and work as a team with other technicians.
• Ability to communicate effectively with others, both written and verbally.

Education
• Associate Degree in Electronics Technology preferred to equivalent work experience.

Experience
• Minimum of 2 years working in a manufacturing/production environment.
• Minimum of 2-5 years of working experience performing intricate and/or heavy machine and equipment maintenance, troubleshooting, repair, testing needs assessment and ability to maintain continued support.

Specialized Knowledge
• Minimum of 2 years experience working in a cleanroom environment preferred.
• Electrostatic Discharge (ESD) knowledge a plus.
• Working knowledge of Oracle application preferred.

Additional Details (Including Physical & Mental requirements)
• Must be able to repetitively lift and carry product weighing approximately 30 lbs.
• Training for this position will take place from 8:00 a.m. - 5:00 p.m. for approximately 6 months. After training, working hours for this position are from 3:00 p.m. to 12:00 a.m. with a 10% shift differential.

Application Instructions: If interested in this position, please email Kathy.hubric@hologic.com

Contact Information:

Gina Moores
kathy.hubric@hologic.com
600 Technology Drive
Newark, DE

Preferred Method of Contact: Email
Company: Hologic, Inc.

Job Title: Process Technician 100 CR (General)

Position Status: Full time

Description: Hologic, Inc. is a leading developer, manufacturer and supplier of premium diagnostics, medical imaging systems, and surgical products dedicated to serving the healthcare needs of women throughout the world. Historically, Hologic developed, manufactured, and marketed products focused on mammography, breast care, and osteoporosis assessment. Our core business units are focused on breast health, diagnostics, GYN surgical, and skeletal health. For more information visit www.hologic.com.

Hologic, Inc. is proud to be an equal opportunity employer

Summary of Duties and Responsibilities
• Under general supervision operate vacuum deposition coaters and inspection equipment following safe clean room practices.
• Perform analytical measurements and inspections based on written documentation.
• Perform visual inspections for process observations and defects per the standard operating procedure guidelines.
• Capture digital Images.
• Perform daily maintenance, both ongoing and preventative, of all equipment within assigned area.
• Perform electrical, mechanical and software troubleshooting.
• Complete necessary forms and computer entries (i.e. timely transactions into Oracle MRP system)
• Interpret statistical process control data and equipment operating conditions.
• Understand and follow safety requirements of the equipment and processes in assigned area of responsibility.
• Assist in the investigation and resolution of process/production problems within assigned area
• Work on special projects as requested.
• Must be willing to work any shift and perform other related duties as directed.

Qualifications
• Proficiency with the use of microscopes.
• Ability to read and follow electro-mechanical assembly drawings, procedures and schematics.
• Ability to read and follow written specification procedures in all operations.
• Ability to work in a clean room environment for extended periods of time.
• Must be able to wear a respirator for an extended period of time.
• Must be detail oriented and work as a team with other technicians.
• Must possess good oral and written communication skills.
• Must have very good computer skills and knowledge.

Education
• Associate’s Degree in Electronics Technology or equivalent experience preferred.

Experience
• Minimum of 2 years working in a manufacturing/production environment.

Specialized Knowledge
• Knowledge of vacuum systems.
• Minimum of 2 years experience working in a cleanroom environment preferred.
• Electrostatic Discharge (ESD) knowledge a plus.
• Working knowledge of Oracle application preferred.

Additional Details (Including Physical & Mental requirements)
• Must be able to repetitively lift and carry product weighing approximately 30 lbs.

Preferred Major: Electrical Engineering Technology, Electromechanical, Electronics Engineering Technology

Application Instructions: Please email your resume/cover letter to kathy.hubric@hologic.com.

Contact Information:
kathy.hubric@hologic.com
600 Technology Drive
Newark, DE 19702

Preferred Method of Contact: Email
Company: Food Bank of Delaware

Job Title: Culinary Training Manager, Milford, DE

Position Status: Full time

Description: This position is responsible for the leadership and management of the Culinary Training Program, including development and instruction of the life skills curriculum, recruitment and screening of potential TCS students, research and development of current and new sources of funding and scholarships, maintaining and updating all information regarding student placement and long term tracking, development and maintenance of all relationships with DVR/DOL counselors. The Culinary Training Program Manager assumes a lead role in securing funding for the program by researching, writing, and following up on all grants for the Culinary Department. This position requires someone who is friendly and works well with a diverse group of people, including coworkers, managers, volunteers, hunger relief partners and the community at large. Additionally they should have the following:

• 4-year degree or equivalent work experience in a field related to career decision making and job placement
• Demonstrated ability in written and verbal communication and listening skills
• At least two years’ work experience in a similar position
• Computer literacy and typing skills required; knowledge and understanding of office programs such as Word, Excel, PowerPoint, Outlook, etc.
• Excellent interpersonal skills and comfortable speaking to groups of people
• Excellent organizational skills and the ability to prioritize multiple projects
• Ability to maintain a flexible schedule
• A valid driver’s license for the previous three years with zero points
• Clean drug screening
• Satisfactory background screening

Preferred Major: Open to all majors and programs

Application Instructions: Interested applicants should submit a resume with cover letter and salary requirements to jobs@fbd.org.

Contact Information:

Iskeisha Stuckey
jobs@fbd.org
14 Garfield Way
Newark, DE 19713

Preferred Method of Contact: Email
Company: Hershey's Ice Cream

Job Title: Office - Seasonal Part Time

Position Status: Part time, Paid, Summer seasonal

Description: Part time seasonal office person. Duties include calling established customers for orders, computer entry, clerical work and some bookkeeping. Should be energetic, with good organizational skills, have pleasant personality with good phone skills, basic office computer knowledge. Hours will be Mon. – Fri. from 8 a.m. until 2 p.m. E.O.E.

Apply in person Mon. – Fri. from 8 a.m. to 4 p.m.

Hershey’s Ice Cream
9640 Legion Road
Denton, MD 21629
410-479-0560

Preferred Major: Open to all majors and programs

Application Instructions: Please apply in person. Please call ahead to make sure someone will be available in the office.

Contact Information:

Brian Howard
howardb@hersheyicecream.com
9640 Legion Road
Denton, MD 21629

Preferred Method of Contact: Address / Mailing
Company: The Cordrey Center

Job Title: Event Assistant

Position Status: Full time, Part time

Description: • Part-time position with the potential for full-time hours
• Flexible schedule with nights and weekends required
• Must have a desire to learn and grow within the event industry
• Must be able to lift 50 lbs
• Restaurant experience a plus
• Must have great communication skills

Preferred Major: Communications, General Business, Hospitality Management, Multimedia, Office Administration

Application Instructions: Please call Mary at 302.682.9080 or email at mary@thecordreycenter.com

Contact Information:

Mary Shockley
mary@thecordreycenter.com
30366 Cordrey Road, Millsboro, De 19966

Preferred Method of Contact: Email
Company: Strategic Value Analysis in Healthcare

Job Title: Medical Transcriptionist (Entry Level)

Position Status: Part time, Paid

Description: Strategic Value Analysis® in Healthcare (www.strategicva.com) has an immediate part-time (home-base) medical transcriptionist entry level position opening requiring Certification or Associate Degree for weekdays (20 hours) at a rate of $10.00 per hour. Must have own computer. Interested parties should e-mail their resume to Robert T. Yokl, President at bobpres@strategicva.com. All inquiries will be promptly answered.

Preferred Major:

Application Instructions: Submit college transcript along with resume

Contact Information:

Robert T. Yokl
bobpres@strategicva.com
1145 Evansburg Road, Collegeville, PA 19426

Preferred Method of Contact: Email
Company: Delaware Air National Guard

Job Title: Various Positions

Position Status: Part time, Paid, Benefits

Description: The Delaware Air National Guard is now hiring for various part time positions. In the Delaware Air National Guard you can serve your country while staying close to home, family and friends. We offer free COLLEGE TUITION, $20,000 sign on bonus for certain positions, medical/dental benefits and much more. While attending college, you only work a minimum of one weekend a month and two-weeks a year. You can earn college credit while obtaining military and career training, which will make you marketable after you graduate. The Air National Guard offers you over 180 different career choices including aviation related careers, healthcare, communications, electronics, and more. Please call 302-323-3444.

Preferred Major: Open to all majors and programs

Application Instructions: Please call 302-323-3444 or 166aw.rec@ang.af.mil

Contact Information:

Tanya Harris
302-323-3444 (Phone)
166awrecruiters@ang.af.mil
2600 Spruance Drive
New Castle, DE 19720

Preferred Method of Contact: Phone
Company: Early Essentials Preschool and Innovative Academy

Job Title: Teacher for Before and After Care Program

Position Status: Part time

Description: Looking for a before and after care teacher. TECE 1 certification required.

Location - Middletown, DE

Hours 6:30 - 9:30 am and 3:00 - 6:00 pm Monday, Tues, Wed, Thurs and Fri. Must be energetic and reliable.

Preferred Major: Early Childhood Development, Early Childhood Studies, All Education Programs

Application Instructions: Please feel free to contact the center (302) 376-5553 or the director on her cell phone (302)750-3367

Contact Information:

Elaine Leonard or Atia Kazmi
(302)750-3367 cell or (Phone) earlyessentials@verizon.net
111 Patriot Drive
Middletown, DE 19709
Across from Walmart in Middletown

Preferred Method of Contact: Phone
Company: Rockefeller Trust Company, Delaware

Job Title: Files Assistant

Position Status: Full time, Part time

Description: Broad Function and Scope of the Position:

File and Administrative support for a small Accounting Department Monday through Friday, approximately 35 hours per week.

Position Responsibilities:
• Filing of correspondence, tax filings, legal documents, financial statements, in Client Administrative & Tax Files, Corporate Files and Original Document vaults
• Review/revise/reorganize individual files- replacing damaged folders, archiving certain types of prior year documents, often scanning documents prior to off-site delivery.
• Creation of new individual files for administrative, corporate or tax purposes.
• Independently work on scanning and/or copying projects
• Other duties as assigned.

Position Qualifications:

Education: High School Graduate

Knowledge: MS Office required and scanning experience preferred. Previous Administrative experience in a Corporate Environment is preferred.

Skills: Strong communication skills, ability to work well independently and as part of a working group. Strong professionalism, able to manage multiple priorities and tasks, attention to detail, team player.

Preferred Major: Open to all majors and programs

Application Instructions: If interested, please email your resume to egoetz@rockco.com

Contact Information:

Libby Goetz
egoetz@rockco.com
1201 N. Market Street
Wilmington, DE 19801

Preferred Method of Contact: Email
Company: New Castle County Government

Job Title: Summer Camp Workers - Various Positions

Position Status: Seasonal - Summer Job

Description: The positions listed below are for New Castle County Dept. of Community Services Summer Day Camps operating from 06/10/13 to 08/16/13:

SUMMER CAMP Recreation Leader (CSW III, $9.00-$11.00/hr.)

New Castle County Dept. of Community Services has openings for Recreation Leaders at Summer Day Camps operating from 06/10/13 to 08/16/13. Camp Counselors work 35-40 hours per week and must be available the week of June 10, 2013 for the mandatory orientation program. Applicants must be high school graduates and have completed their first year of college. You must possess some experience working with groups of children. Selected applicants must pass a background check and rapid drug screen prior to start date.

Some examples of work to be performed are:
- Plans, organizes and directs recreational camp programs and activities at the direction of Recreation Coordinator;
- Enforces safety rules and regulations and discipline;
- Enforces NCC Parks Rules and Regulations and NCC Summer Camp Policies and Procedures.

SUMMER CAMP Lead Coordinator (CSW IV, $10.00-$11.00/hr.)

New Castle County Dept. of Community Services has openings for Lead Coordinators at Summer Recreation Camps operating from 06/10/13 to 08/16/13. Lead Coordinators usually work 35 – 40 hours per week and must be available the week of June 10, 2013 to participate in a mandatory staff-training program. Applicants should have at least three years’ experience leading groups of children; current and former teachers are encouraged to apply. Selected applicants must pass a background check and rapid drug screen prior to start date.

Some examples of work to be performed are:
- Leads and directs camp activities
- Oversees Camp Leader & Camp Staff
- Assists in the development of camp policies, procedures, and programming
- Maintains camp records
- Submits reports for all accidents, injuries, and unsafe conditions
- Monitors quality and inventory of camp supplies and equipment
- Oversees safety and behavior of participants
- Enforces NCC Parks Rules and Regulations and NCC Summer Camp Policies and Procedures
SUMMER CAMP Coordinator (CSW V, $11.00-$13.00/hr.)

New Castle County Dept. of Community Services has openings for Coordinators at Summer Recreation Camps operating from 06/10/13 to 08/16/13. Coordinators usually work 37 – 40 hours per week and must be available the week of June 10, 2013 to participate in a mandatory staff-training program. Applicants should have at least three years experience leading groups of children; current and former teachers are encouraged to apply. Selected applicants must pass a background check and rapid drug screen prior to start date.

Some examples of work to be performed are:
• Leads and directs camp activities
• Oversees (3) Recreation Camps & Camp Staff
• Assists in the development of camp policies, procedures, and programming
• Maintains camp records
• Submits reports for all accidents, injuries, and unsafe conditions
• Monitors quality and inventory of camp supplies and equipment
• Oversees safety and behavior of participants
• Enforces NCC Parks Rules and Regulations and NCC Summer Camp Policies and Procedures

SUMMER HALF DAY CAMP COUNSELORS (CSW III, $9.00-$11.00/hr.)

New Castle County Dept. of Community Services has openings for Recreation Leaders at Summer Half Day Camps operating from 06/17/13 to 08/16/13. Camp Counselors work 20-25 hours per week (Monday – Thursday ONLY) and must be available the week of June 10, 2013 for the mandatory orientation program. Applicants must be high school graduates and have completed their first year of college. You must possess some experience working with groups of children. Selected applicants must pass a background check and rapid drug screen prior to start date.

Some examples of work to be performed are:
• Plans, organizes, and directs recreational camp programs and activities at the direction of Recreation Coordinator.
• Enforces safety rules and regulations and discipline.
• Enforces NCC Parks Rules and Regulations and NCC Summer Camp Policies and Procedures.

Preferred Major: Open to all majors and programs

Application Instructions: Application form is available online at www.nccde.org and must be submitted by April 1, 2013 to:
Heather Mergenthaler
c/o NCC Community Services/Gilliam Bldg
77 Reads Way, New Castle DE 19720

Contact Information:

Heather Mergenthaler
hmergenthaler@nccde.org
New Castle County Community Services
Gilliam Bldg
77 Reads Way, New Castle DE 19720

Preferred Method of Contact: Address / Mailing
Company: Delaware Hospice

Job Title: On Call RN part-time

Position Status: Part time, Paid

Description: The On Call RN will work at the Delaware Hospice Center in Milford, DE. S/he will work 3 on-call shifts the first week and 4 on-call shifts the second week. The average amount of work will be 16 hours. Our ideal candidate will be available for any shift.

Preferred Major: Nursing

Application Instructions: To view a full job description and to submit your online application, please go to:

No phone calls, please.

Contact Information:

Holly McKenna
hmckenna@delawarehospice.org
3515 Silverside Road
Wilmington, DE 19810

Preferred Method of Contact: Email
Company: Sussex Protection Service, LLC

Job Title: Web Designer

Position Status: Paid

Description: You're fresh out of design school. You're full of new ideas and eager to begin your career as a Web Designer. If you're looking for an opportunity, then Sussex Protection Service, LLC would like to help!

We are looking to improve our existing website: www.sussexprotection.com. If interested, please email us a link or file of your website portfolio.

Preferred Major: Web Development

Application Instructions: Please email a copy of your resume, attached with web design portfolio.

Contact Information:

Rebecca Rafail
rebecca.rafail@sussexprotection.com
Sussex Protection Service, LLC
108 Sandy Drive
Newark, DE 19713

Preferred Method of Contact: Email
Company: NICKLE ELECTRICAL

Job Title: ELECTRICAL DESIGN ENGINEER

Position Status: Full time

Description: The Nickle Electrical Companies is Delaware’s leading electrical contractor with offices in Newark and Georgetown. We are currently seeking an individual with a strong proficiency in Computer Aided Design (CAD) and Building Information Modeling (BIM) to join our Company.

The ideal candidate possesses the following preferred qualifications:

- Associate or Bachelor Degree in Electrical Engineering
- Proficiency in AutoCAD layout and design
- Proficiency in 3D modeling
- 3 years minimum experience in the electrical profession
- Good understanding of current National Electrical Code
- Strong written and verbal communication skills
- Excellent interpersonal skills
- Ability to work independently and as a productive team member

Interested candidates should email a resume and salary requirements to ccole@nickleelectrical.com or fax to 302-453-9595.

Preferred Major: Electrical Engineering Technology

Application Instructions: Email resume and salary requirements.

Contact Information:

CAROL COLE
ccole@nickleelectrical.com
14 MILL PARK COURT
NEWARK, DE 19713

Preferred Method of Contact: Email
Company: Private Individual

Job Title: Nanny/Housekeeper

Position Status: Part time, Paid

Description: Part time help needed for busy mom in North Wilmington. Must be able to start promptly at 6:30-6:40am, and assume care for active and bright 5-yr child. Duties include waking, dressing, feeding, and transporting to school. Housekeeping duties required as well - kitchen and bathroom clean-up, cleaning and organizing common living areas and bedrooms. 2-3 hours/day most days, 3-4 days/week. Times are flexible aside from start time. May include occasional full days for holidays/school closings, occasional pick up from school. Must be reliable and hard-working, and have reliable transportation. Prefer someone who will engage, teach, and maintain relationship with child, as this position will be needed for several years.

Serious inquiries only, please include current resume. $12-15/hour depending on experience.

Preferred Major: Early Care and Education Birth to Second Grade, Early Childhood Development, Early Childhood Studies, Human Services, Nursing, All Education Programs, All Health and Science Programs, All Public Service Programs, All General Education Programs

Application Instructions: Please reply intent via email with current resume attached. No phone inquiries please

Contact Information:

Kirstan Baxter
kbraingirl@ymail.com
to be provided

Preferred Method of Contact: Email
Company: Habitat for Humanity of Wicomico County, Inc.

Job Title: Green Construction/Rehab

Position Status: Full time, $15,000 living stipend plus health insurance

Description: Habitat for Humanity of Wicomico County is seeking a volunteer, with a stipend of $15,000 plus health insurance, to work in The Chesapeake Conservation Corps, a Program of the Chesapeake Bay Trust. Conservation Corps volunteer will be engaged in three activities. Starting in August 2013 and ending in August 2014, the Conservation Corps volunteer will work with the Construction Manager on green home construction and energy star certification. Habitat is continuing its efforts at neighborhood revitalization by offering two new products to our building line, house preservation and weatherization, enabling us to reach more people at a lower cost and continue to improve the quality of life in this and another Habitat neighborhood. The Volunteer will also spend one day a week at our ReStore, securing donations and assisting the ReStore manager. The ReStore, which sells gently used appliances, furniture and construction supplies, works to keep these items out of landfills while raising money to build more homes for deserving low income families. For further information, please call Joan Mulvanny at 410 546 1551 or visit our web site at www.wicomicohabitat.org/events/index.php

Preferred Major: Open to all majors and programs, Construction Management

Application Instructions: Please E-mail Joan for more information on this opportunity.

Contact Information:

Joan Mulvanny
Joan@wicomicohabitat.org
908 W Isabella St, Salisbury, MD 21801

Preferred Method of Contact: Email
Company: FuturTech Consulting

Job Title: Help Desk

Position Status: Part time

Description: FuturTech Consulting, LLC, located in New Castle, has openings for help desk support and maintenance. The position is entry level. The pay rate is $7.25 per hour. Staff will be assigned to the corporate office at 92 Reads Way Corporate Commons in New Castle, DE. This position involves manning an after-hours help desk. Work hours are scheduled on nights and weekends and can be full or part time. Shifts will be rotating. This position provides user support and customer service to FuturTech supported computer applications and platforms involving 200 clients and thousands of users through managed services and help desk related calls. Staff will be responsible for monitoring clients systems using remote tools, and an administration console that provides support and automated maintenance to servers, desktop computers, routers, and switches to address alerts and take appropriate action. Staff will answer calls for service at the first level of support. Those responsible for providing this service will troubleshoot problems and advise clients on the appropriate action or document problems for assignment to the next help desk support tier. The following are the job tasks, responsibilities, key competencies and requirements for this position:

Main Job Tasks and Responsibilities
- respond to requests for technical assistance in person, via phone, electronically
- diagnose and resolve technical hardware and software issues
- research questions using available information resources
- advise user on appropriate action
- follow standard help desk procedures
- log all help desk interactions
- administer help desk software
- redirect problems to appropriate resource
- identify and escalate situations requiring urgent attention
- track and route problems and requests and document resolutions
- prepare activity reports
- stay current with system information, changes and updates

Education and Experience
- working knowledge of operations of relevant software, hardware and other equipment
- knowledge of relevant call tracking applications
- knowledge and experience of customer service practices
- related experience and training
Key Competencies
☐ oral and written communication skills
☐ learning skills
☐ customer service orientation
☐ problem analysis and problem-solving
☐ adaptability
☐ attention to detail
☐ stress tolerance

Questions can be addressed to FuturTech at 302-428-1300. Resumes can be sent to Katie Lapp at klapp@futurtech.com or faxed to 302-428-0703. All response should reference Position Openings- Help Desk Support Specialist. Those who perform exemplary will be considered for a permanent position with FuturTech.


Application Instructions: Questions can be addressed to FuturTech at 302-428-1300. Resumes can be sent to Katie Lapp at klapp@futurtech.com or faxed to 302-428-0703. All response should reference Position Openings- Help Desk Support Specialist. Those who perform exemplary will be

Contact Information:

Katie Lapp
klapp@futurtech.com
92 Reads Way
Suite 202
New Castle, DE 19720

Preferred Method of Contact: Email
Company: Tanger Outlets

Job Title: multiple retail positions

Position Status: Full time, Part time, Paid

Description: Multiple positions

Preferred Major: Open to all majors and programs

Application Instructions: If interested attend job fair at any of the 3 Rehoboth Beach locations on Tuesday, April 2 from noon - 4:00pm. Look for displays in front of participating hiring stores. Please be sure to bring your resume.

Contact Information:

tangeroutlet.com/rehoboth/career
Midway 35000 Midway Outlet Dr.
Bayside 36720 Bayside Outlet Dr.
Seaside 36470 Seaside Outlet Dr.

Preferred Method of Contact: Email
Company: The Lewes Historical Society

Job Title: Office Assistant

Position Status: Part time, Paid

Description: Office administration including answering telephones, responding to telephone, email and mail inquiries as appropriate, coordinating and fulfilling bulk mailings, reception duties, ensuring office supplies are adequately stocked and collaboration with event vendors and committees. Love of history is important as is a desire to help a high-functioning team achieve results in membership management, event coordination and education. Discretion is a must as donor retention is critical to our success.

The Lewes Historical Society is located in the heart of historic Lewes, Delaware and is the home of the Historic Lewes Farmers Market and major community events.

This position at one of Delaware's leading non-profit organizations is part-time and the employment period is from start date through mid September.

Preferred Major: Office Administration

Application Instructions: Please submit cover letter and resume via email to info@historiclewes.org. This position is part time; employment will be from ASAP through the middle of September.

Contact Information:

Mike DiPaolo
info@historiclewes.org
110 Shipcarpenter Street
Lewes, Del. 19958

Preferred Method of Contact: Email
Company: Food Bank of Delaware

Job Title: Chef Instructor

Position Status: Full time

Description: The Food Bank of Delaware is currently accepting resumes for the Chef Instructor. The Chef Instructor’s main responsibility is to oversee all components of the culinary instruction piece of TCS, this includes but is not limited to development of curriculum, classroom and kitchen instruction, ServSafe training, recruitment of students, internships, job placement and tracking, scheduling guest lecturers and field trips.

PRINCIPAL QUALIFICATIONS:
• 2-year culinary degree or equivalent work experience in the culinary industry as a chef or sous chef
• Experience in culinary instruction and job training
• Demonstrated ability in written and verbal communication and listening skills
• Demonstrated ability to work with a diverse group of people
• Computer literacy and typing skills required; knowledge and understanding of office programs such as word, excel, PowerPoint, outlook, etc.
• Organizational skills and the ability to prioritize multiple projects
• Ability to maintain a flexible schedule
• A valid driver’s license for the past three years
• A clean driving record (No points or moving violation within the last three years)
• Ability to work some nights and weekends
• ServSafe certified instructor or the ability to become certified
• Clean Drug Screening
• Satisfactory Background Screening

PHYSICAL REQUIREMENTS:
• Will require standing primarily on a level surface for periods throughout the day
• Will require walking primarily on a level surface for periods throughout the day
• Reaching above shoulder heights, below the waist or lifting as required throughout the work day
• Will include lifting up to 25 pounds regularly and up to 50 pounds on occasion
• Ability to safely operate passenger or cargo van
• Will require regular exposure to commercial kitchen environment
• Will occasionally require exposure to warehouse environment
Preferred Major: Open to all majors and programs

Application Instructions: Interested applicants should submit a resume with cover letter and salary requirements to jobs@fbd.org.

Contact Information:

Iskeisha Stuckey
jobs@fbd.org
14 Garfield Way
Newark, DE 19713

Preferred Method of Contact: Email
Company: Food Bank of Delaware

Job Title: Community Nutritionist

Position Status: Full time

Description: The Food Bank of Delaware is currently accepting resumes for the Community Nutritionist/Registered Dietitian. This position is responsible for developing and implementing nutrition and life skills curriculum for SNAP/Food Supplemental eligible and program participants in New Castle County. In addition he/she will develop partnerships with Food Bank of Delaware (FBD) hunger-relief partners, as needed, to achieve the jobs goals and outreach objectives. The Community Nutritionist/Registered Dietitian will work closely with the University of Delaware’s Cooperative Extension in obtaining and developing education materials. The individual will also be responsible for supervising the two Community Nutrition Educators.

• Bachelor’s degree in Nutrition, Dietetics or Food Science.
• Demonstrated ability in both written and verbal communications and listening skills.
• Ability to effectively communicate with persons of diverse social-economic and educational backgrounds.
• General understanding of social service system and state and federal nutrition programs.
• Knowledge of Windows, Excel and other data base programs.
• Ability to function in a community setting.
• Willingness to become ServSafe Certified

Preferred Major: Open to all majors and programs

Application Instructions: Interested applicants should submit a resume with cover letter and salary requirements to jobs@fbd.org.

Contact Information:

Iskeisha Stuckey
jobs@fbd.org
14 Garfield Way
Newark, De 19713

Preferred Method of Contact: Email
Company: United Electric Supply

Job Title: Administrative Assistant

Position Status: Full time

Description: This position provides administrative and secretarial support for the Vice Presidents of Sales for our two sales regions and the Vice President of Vendor and New Service Development. In addition to typing, filing and scheduling, performs duties such as financial record keeping, coordination of meetings and conferences, creation of staff meeting presentations, and working on special projects. Also, answers non-routine correspondence and assembles highly confidential and sensitive information as well as coordinates travel arrangements for employee training requests. Deals with a diverse group of important customer calls as well as internal contacts at all levels of the organization. Independent judgment is required to plan, prioritize and organize diversified workload; recommends changes in office practices or procedures.

*Outstanding Office Suite technical skills required.

**3-5 years executive assistant experience preferred

Preferred Major: General Business, Office Administration

Application Instructions: Please email resume to bcox@unitedelectric.com

Contact Information:

Bob Cox
bcox@unitedelectric.com
10 Bellecor Drive
New Castle, DE 19720

Preferred Method of Contact: Email
Company: Hologic, Inc.

Job Title: Digital Imaging Support Specialist

Position Status: Full time

Description: Hologic, Inc. is a leading developer, manufacturer and supplier of premium diagnostics, medical imaging systems, and surgical products dedicated to serving the healthcare needs of women throughout the world. Historically, Hologic developed, manufactured, and marketed products focused on mammography, breast care, and osteoporosis assessment. Our core business units are focused on breast health, diagnostics, GYN surgical, and skeletal health.

Summary of Duties and Responsibilities
• Provide worldwide technical phone and remote diagnostic support for the Radiographic and Mammography Digital product line.
• Provide technical support to Hologic’s original equipment manufacturers (OEMs), application specialists, field engineers and in-house bio-medical technicians.
• Inform Field Operations of changes in commercial equipment, known or suspected problems with equipment, known fixes to previously defined problems via technical documentation.
• Responsible for problem resolution utilizing hardware and software with Hologic products.
• Participate in the escalation management process.
• Participate in the documentation and resolution of product complaints.
• Identify opportunities and implement plans to reduce parts cost, improve troubleshooting and increase service effectiveness.
• Requires frequent direct interaction with all levels of management, both written and verbal.
• Must be able to communicate effectively with all internal departments in order to facilitate a high level of customer satisfaction with Hologic products and services.
• Position requires coordination of multiple cross-functional activities and providing status updates to and from customers, dealers, Sales and with other internal and external resources.

Qualifications
• Working knowledge of network computer based systems.
• Familiarity with call center software and support of products with remote diagnostic capabilities is preferred.
• Must possess the ability to consistently multi-task while servicing the customer and handle proprietary products.
• Use of Oracle (MRP System).
• Knowledge of DICOM and PAC (Xray) systems fundamentals is desirable.
• Familiar with DOS, Windows, UNIX, Solaris and fluent networking skills.
• Ability to interact and communicate effectively.
• Capable of diagnosing and resolving issues on all Hologic digital imaging products in a timely manner.
• Able to convey complex procedures during telephone troubleshooting.

Education
• Associate’s Degree in a technical field related to Electronics, such as Electronic Engineering or Computer Science or equivalent.

Experience
• Minimum 3-5 years experience and working knowledge of digital imaging products and/or methodology utilized to effect field installations and repairs or equivalent.

Specialized Knowledge
• Non Applicable

Additional Details (Including Physical & Mental requirements)
• Must be able to repetitively lift and carry product weighing approximately 30 lbs.
• Working hours for this shift are 12:00 p.m. - 9:00 p.m. (On the job training will take place during the same hours). Training at the Hologic Bedford, MA location will be from 8:00am-5:00pm at a date later determined.

Hologic, Inc. is proud to be an equal opportunity employer

Preferred Major: Computer Engineering Technology, Electronics Engineering Technology

Application Instructions: If interested in this position, please apply to www.hologic.com/careers to IRC34427.

Contact Information:

Kathy Hubric
kathy.hubric@hologic.com
600 Technology Drive
Newark, DE  19702

Preferred Method of Contact: Email
Company: Marcus L Ware Foundation

Job Title: Executive Director

Position Status: Part time, Unpaid

Description: Office Support,

Events/Fundraising,

Web Design,

Research,

Grant Writers (Commission paid)

Youth Conflict Resolution Teacher (Stipend paid)

Preferred Major: Computer Information Systems, Criminal Justice, Human Services, Marketing, Office Administration, Web Development, All Public Service Programs, All General Education Programs

Application Instructions: Please mail (PO Box 211, Dover DE 19901) or email (info@mlwarefoundation.org),

a brief letter of interest, RESUME and skill sheet indicating your position(s) of interest and availability.

Contact Information:

Ms Sykes
info@mlwarefoundation.org
PO Box 211
Dover, DE 19901

Preferred Method of Contact: Email
**Company:** UniSite Design, Inc.

**Job Title:** Human Resources Coordinator

**Position Status:** Full time

**Description:** The Human Resources Coordinator provides administrative support to the Human Resources Department. They are responsible for fielding first level HR requests and maintaining a positive working relationship with all staff members. They must be able to work independently in a fast-paced environment while multi-tasking to assist with planning and organizing of various HR functions. The HR Coordinator assists with payroll processing, benefits administration, employee development initiatives, safety programs and record keeping, staffing management, training, maintaining the HR Information Systems, document compliance, and providing general administrative support to the HR Manager.

**Tasks:**
- Field the day to day first level HR questions and requests
- Assist with staffing management; recruitment, interviewing, and on-boarding processes
- Facilitate New Hire Orientation
- Assist with employee development initiatives
- Plan and organize employee appreciation/recognition events
- Accurately maintain the HR Information Systems
- Process weekly payroll changes
- Reconcile monthly health and dental benefit statements
- Process all employee enrollment and termination of benefits
- Assist and maintain safety programs and minor safety trainings
- Prepare weekly, monthly, quarterly, and annual reports using the HR reports
- Verify documents for completeness and compliance
- Perform HR errands as needed
- Assist with various research and/or special projects
- Other duties as appropriate/requested

**Skills:**
- Active Listening - Give full attention to what other people say, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times
- Active Learning - Understand the implications of new information for both current and future problem-solving and decision-making
- Speaking - Talking to others to convey information effectively
- Time Management - Manage one’s own time
- Writing - Communicate effectively in writing as appropriate for the needs of the audience
• Reading Comprehension - Understand written sentences and paragraphs in work related documents

Physical Demands:
• The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions
• While performing the duties of this job, the employee is occasionally required to stand; walk; sit; use hands to finger, handle, or feel objects, tools or controls; reach with hands and arms; balance; stoop, kneel, talk or hear. The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by the job include close vision, distance vision, peripheral vision, and the ability to adjust focus

Experience and Education:
• High School Diploma or equivalent
• 1 + year(s) experience in Human Resources
• Proficient knowledge of MS Office applications
• Prior experience providing administrative support
• Previous experience with ADP HR System a plus

Preferred Major: Open to all majors and programs

Application Instructions: All applicants must apply online at:
https://home.eease.adp.com/recruit/?id=3634081 Or applicants may apply in person at: 1105 Park Lane, Denton, MD 21629

Contact Information:
Joshua Smith
joshuas@victorstanley.com
1105 Park Lane
Denton, MD 21629

Preferred Method of Contact: Email
Company: gBuild Construction Managers

Job Title: Construction Superintendent

Position Status: Full time

Description: Construction Superintendent to oversee the daily operations of one or more construction projects. Our offices are located in Exton, PA and Newark, DE.

The ideal candidates have the following qualifications:
• Ability to Manage all field aspects of the construction projects including:
  o Scheduling and coordination of sub-contractors
  o Safety, quality and sustainability standards
• 5 -10 years experience in managing facility construction in the Higher Education, Corporate, Pharmaceutical, Biotech, or Healthcare industries
• Maintain owner and subcontractor relationships
• Computer skills including Email, Microsoft Office
• Must be organized and have the ability to maintain a clean and safe jobsite
• Read and understand plans and clearly communicate with PM, APM and subcontractors regarding scopes of work, proposals, schedules, RFI's, etc.
• Have an interest and commitment to sustainable building – Accreditation or Certification a plus

Salary commensurate with experience and excellent benefit package.


Application Instructions: Please email resume and letter of interest to info@gbuildcm.com

Contact Information:

Doug Gianforte
info@gbuildcm.com
62 North Chapel Street, Suite 203
Newark, DE 19711

Preferred Method of Contact: Email
Company: WMDT

Job Title: Studio Technician

Position Status: Part time

Description: Dependable individual needed to fill part time position at local television station. Ideal for college students as the schedules will be flexible. The hours could involve weekdays and/or weekends. Knowledge of broadcast studio equipment preferred but not necessary. We will train the right individual who would like to be part of the exciting field of broadcast television.

WMDT- 47 and CW3: AN EQUAL OPPORTUNITY EMPLOYER

Preferred Major: Open to all majors and programs, Communications

Application Instructions: Send resume to:

WMDT-TV 47,  
Attn: Tyler Nicholson  
P.O. Box 4009  
Salisbury, MD 21803

Or e-mail to: tyler_nicholson@wmdt.com

Contact Information:

Tyler Nicholson  
tyler_nicholson@wmdt.com  
P.O. Box 4009  
Salisbury, MD 21803

Preferred Method of Contact: Email
Company: WMDT

Job Title: Meteorologist

Position Status: Full time

Description: Full-time opening in late May available in beautiful beach market for dependable individual to present weather coverage. This individual will be responsible for creating and maintaining weather graphics. Knowledge of WSI desired but related experience will be considered.

WMDT- 47 and CW3: AN EQUAL OPPORTUNITY EMPLOYER

Preferred Major: Open to all majors and programs, Communications

Application Instructions: Demos and resumes to:
WMDT-TV 47
Sarah Truitt,
P.O. Box 4009,
Salisbury, MD 21803

E-mail - sarah_truitt@wmdt.com

Contact Information:

Sarah Truitt
sarah_truitt@wmdt.com
P.O. Box 4009
Salisbury, MD 21803

Preferred Method of Contact: Email
Company: Hudson Consulting, INC

Job Title: Seasonal Internship

Position Status: Full time, Part time, Paid

Description: This job is an agronomic data collecting job. You will be trained on different agronomic crops, weeds, insects and diseases. Walk/drive an ATV through the field. Stopping a predetermined number of stops and count plants, insects, weeds, etc. Take a general observation to determine field and plant status. Record information electronically and on paper report forms and leave report forms with the farmers in predetermined spots. You will report directly to your supervisor with the information.

Preferred Major: Agribusiness Management, All Agriculture Programs

Application Instructions: No phone calls. Please come to the office for application.

Contact Information:

Scott Hudson
nrhudsonconsulting@msn.com
14617 Arvey Rd
Laurel DE 19956

Preferred Method of Contact: Email
Company: Jake's Wayback Burgers of Millsboro

Job Title: Grill & Prep Cooks; Cashiers; Milkshake Attendants

Position Status: Part time, Paid

Description: For Immediate Hiring Part Time:

If you are....

- RELIABLE
- A strong team player
- A great communicator
- Energetic and friendly
- Organized, with great attention to details
- At least 17 years old
- Able to prepare the best quality food with uncompromising health & safety standards

Preferable if you live in or near Millsboro area because RELIABLE TRANSPORTATION IS A MUST!!

Previous Restaurant Experience a Plus..but not required

All positions require cleaning and restocking

All positions are interchangeable so everyone is trained in all areas

Must be available Weekends, Evenings & Holidays

Preferred Major: Open to all majors and programs

Application Instructions: E-mail cjenkins@jakeshamburgers.com for application or stop in Jake's Wayback Burgers in Millsboro for an application.

Contact Information:

Cindy Jenkins
cjenkins@jakeshamburgers.com
26670 Centerview Drive Unit 7
Millsboro, DE  19966

Preferred Method of Contact: Email
Company: Byte-Smart Services

Job Title: Personal Assistant

Position Status: Part time, Paid

Description: • Seeking part-time personal assistant to a busy IT professional - learn the ins and outs of running a home-based IT business

• Located in N. Wilmington, DE

• Duties include handling incoming and outgoing mail, financial data entry, and other clerical tasks

• No experience necessary – will train!

• Applicants should be extremely organized, have a basic computer knowledge, and be good with numbers and people

• 10-20 hrs/week, hours flexible

• $10-12/hr, depending on experience

Preferred Major: Open to all majors and programs

Application Instructions: Please send a resume, letter of interest, and the name and number of a reference to archives@byte-smart.com .

Contact Information:

Rebecca Brand
archives@byte-smart.com
800 Lancaster Ave.
Villanova, PA 19085

Preferred Method of Contact: Email
Company: WMDT

Job Title: GENERAL ASSIGNMENT REPORTER

Position Status: Full time

Description: Dependable individual needed to cover a variety of stories for newscast & editing. Web publishing included. Four year degree in Journalism or Communication preferred but will consider relative experience. Weekend hours will be required. Must possess a driver’s license and clean driving record. Please: no telephone calls.

WMDT- 47 and CW3: AN EQUAL OPPORTUNITY EMPLOYER

Preferred Major: Communications

Application Instructions: Resumes and demo to:

WMDT-TV 47
Attn: Sarah Truitt
P.O. Box 4009
Salisbury, MD  21803

or e-mail: Sarah_Truitt@wmdt.com

Contact Information:

Sarah Truitt
Sarah_Truitt@wmdt.com
P.O. Box 4009
Salisbury, MD  21803

Preferred Method of Contact: Email
Company: Food Bank of Delaware

Job Title: Children’s Nutrition Production Manager

Position Status: Full time

Description: The Children Nutrition Production Manager manages all food production for the various meal programs, develops menus, orders all supplies and food needed to successfully execute the developed menus, and maintains the production and packing of the meals according to all standards.

• Checks temperature of the kitchen walk-in each morning and end of day.
• Work with Volunteer Coordinators to ensure appropriate numbers of volunteers are scheduled based on production needs.
• Supervises volunteers in the making and packing of meals.
• Ensures all meal coolers are cleaned and packed.
• Ensures all food is cooked to the proper temperature.
• Packs and seals meals each day.
• Ensures accurate, timely, and sanitary production (HAACP monitoring) and packing of all meals for the various meal programs.
• Ensures all products for meal programs are ordered timely, accurately and with the lowest vendor pricing available.
• Responsible for assisting the Programs Director in menu development and budgeting of meal components for meal programs.
• Responsible for maintaining an accurate inventory of all food products for meal programs.
• Loads all food into steam tables and manages operation of steamer.
• Ensures all meals leave on-time from the kitchen.
• Ensures kitchen and dish area are properly cleaned each day.
• Ensures all equipment is working properly.
• Stocks and cleans walk-in.
• Cleans kitchen and removes trash/recycling.
• Pulls all products for next day’s meal.

Preferred Major: Open to all majors and programs, Food Safety, Food Service Management, All Culinary Arts Programs

Application Instructions: Interested applicants should submit a resume with cover letter and salary requirements to jobs@fbd.org.
Contact Information:

Iskeisha Stuckey
jobs@fbd.org
14 Garfield Way
Newark, DE 19713

Preferred Method of Contact: Email
Company: Elocus Technical Services, Inc

Job Title: Sr. Account Manager

Position Status: Full time

Description: ELocus Technical Services, Inc. is a rapidly growing consulting organization of highly-qualified and experienced professionals providing Onsite, Offshore and Business Process Outsourcing services to Fortune 500 companies in the areas of Consulting and Software development. ELocus Technical Services, Inc. serves clients through practice teams focused on major areas, including Insurance, Imaging, Retail, Financial, Communications, and pharmaceuticals. Our key value proposition is to deliver highly scaleable and performance-oriented, unified systems and automated customer interactions. We have a Dynamic and highly technical management team, which has helped our clients meet their goals, in a timely and cost effective manner. In addition to our own professional staff, we have strategic alliances and support organizations around the world who provide systems services. Our core strengths are in the areas of Medical Imaging. We have some of the best consultants with core skills in proprietary imaging tools including IPIT, PET, PACS, 2D/3D/4D Imaging, COM/DICOM, OLE, Handwriting recognition, visualization and Algorithms. Most of our consultants are familiar and certified in quality standards like FDA, QSR, ISO, CMM-SEI and SIX SIGMA. We also provide services in the areas of Business Intelligence (Business Objects, Informatica, and COGNOS) JD Edwards Enterprise One, Documentum, ERP (Lawson, SAP, Oracle) Java, J2EE, VC++, C++, Data Warehousing, and CRM.


Application Instructions: If interested do send us an email with your updated profile at recruiter1@elocusinc.com or you can also call us on 973-795-4280 for further details.

Contact Information:

Nikhil Bhasin
973-795-4280 (Phone)
973-975-4200 (Fax)
recruiter1@elocusinc.com
135, Morris Street
Morristown, NJ, 07960

Preferred Method of Contact: Phone
Company: Elocus Technical Services, Inc

Job Title: Java Developer

Position Status: Full time

Description:

Responsibilities
• Perform complex analysis, design, programming and modifications of computer programs for software
• Write detailed specifications, write code, complete programming, testing and debugging of applications
• Document forms, procedures and other documentation needed for the installation and maintenance of application programs
• Other duties as assigned.

If interested do send us an email with your updated profile at recruiter1@elocusinc.com or you can also call us on 973-795-4280 for further details.


Application Instructions: If interested do send us an email with your updated profile at recruiter1@elocusinc.com or you can also call us on 973-795-4280 for further details.

Contact Information:

Nikhil Bhasin
recruiter1@elocusinc.com
135, Morris Street
Morristown, NJ, 07960

Preferred Method of Contact: Email
**Company:** Hologic, Inc.

**Job Title:** Process Specialist I

**Position Status:** Full time

**Description:** Hologic, Inc. is a leading developer, manufacturer and supplier of premium diagnostic products, medical imaging systems, and surgical products dedicated to serving the healthcare needs of women throughout the world. Hologic is a market leader in mammography and breast biopsy, breast magnetic resonance imaging, radiation treatment for early-stage breast cancer, cervical cancer screening, treatment for menorrhagia and uterine fibroids, permanent contraception, osteoporosis assessment, preterm birth risk assessment, mini C-arm for extremity imaging, and molecular diagnostic products including human papillomavirus (HPV) testing and reagents for a variety of DNA and RNA analysis applications. Our core business units are focused on breast health, diagnostics, GYN surgical, and skeletal health.

Summary of Duties and Responsibilities

- Under general supervision perform various electrical/electronic tasks such as set-up, test, calibration, and customization of arrays and array controllers, troubleshooting, and quality review.
- Perform electrical, mechanical and software troubleshooting and/or upgrade as needed.
- Dismantle, adjust, rework, repair and assemble equipment according to assembly drawings, schematics and procedures under ISO, QSR and MDD guidelines and DRC Quality Policy.
- Perform test and calibration of Medical Devices. This includes electrical and mechanical assembly, electrical adjustment, and electronic testing.
- Review digital x-ray images on a computer monitor for the purposes of identifying defects.
- Program CPU with proper software.
- Maintain individual work area / equipment in a neat orderly manner. This responsibility includes proper disposal of packaging waste, proper storage and use of equipment and parts, and management of documentation needed to perform duties identified within this job description.
- Perform computer configuration through use of established procedures, as required.
- Maintain correct material status and labor reporting through accurate and timely transactions into Oracle MRP system.
- Replace printed wiring assemblies or power supply as needed.
- Work with Manufacturing support groups to improve existing test and operations methods and assist in the development of new methods.
- Thoroughly complete test documentation in accordance with standard operating procedures.
- Work well independently and in a team environment.
- Comply with all work safety rules and regulations.
• Must be willing to work any shift and perform other related duties as directed.

Qualifications
• Familiar with File Transfer Protocol (FTP) Utilities
• Familiar with Serial Port Communication Protocols
• Ability to read and follow electro-mechanical assembly drawings, procedures and schematics.
• Must have very good computer skills and knowledge. Some knowledge of spreadsheets and database data entry.
• Ability to use basic hand tools such as screwdrivers, wrenches, crimpers, and soldering irons.
• Ability to communicate effectively with others, both written and verbally.
• Good interpersonal skills to interact with all levels of the company.
• Detail oriented and accurate.

Education
• Associate’s Degree in Electronics Technology preferred or equivalent work experience.

Experience
• 2-5 years of manufacturing experience including assembly, testing, and shipping of product.
• 2-5 years of computer software experience (Excel, Word, etc.).

Specialized Knowledge
• Electrostatic Discharge (ESD) knowledge a plus.
• Working knowledge/use of Oracle application preferred.

Additional Details (Including Physical & Mental requirements)
• Must be able to repetitively lift and carry product weighing approximately 30 lbs.
• Working hours for this shift are 8:00 a.m. – 5:00 p.m.

Hologic, Inc. is proud to be an equal opportunity employer

Preferred Major: Electronics Engineering Technology

Application Instructions: Please email your resume to kathy.hubric@hologic.com.

Contact Information:
Kathy Hubric
kathy.hubric@hologic.com
600 Technology Drive
Newark, DE 19702

Preferred Method of Contact: Email
Company: Aculabs, Inc.

Job Title: Phlebotomist

Position Status: Part time

Description: Candidate is required to drive to nursing home facilities, perform phlebotomy, and drop off at a designated facility.

Preferred Major: Medical Assistant, Nursing

Application Instructions: All interested applicants, please send your resume via email to aratajczyk@aculabs.com or you may fax it to 732-832-1071.

Contact Information:

Agata Ratajczyk
aratajczyk@aculabs.com
2 Kennedy Blvd.
East Brunswick, NJ 08816

Preferred Method of Contact: Email
Company: Food Bank of Delaware

Job Title: Programs Clerical Associate

Position Status: Full time

Description: A full-time Programs Clerical Associate is needed to assist with clerical tasks at the Food Bank of Delaware Senior and Children’s Nutrition Programs in our Newark facility. Associate will assist with a variety of clerical tasks including maintaining program databases, filing, maintaining contact lists and written and verbal communication with participants and site coordinators. Must have experience working in Microsoft Office Suite including Microsoft Excel, Outlook and Access. Interested applicants should submit a resume with cover letter to jobs@fbd.org.

Preferred Major: Open to all majors and programs

Application Instructions: Interested applicants should submit a resume with cover letter to jobs@fbd.org.

Contact Information:

Iskeisha Stuckey
jobs@fbd.org
14 Garfield Way
Newark, DE 19713

Preferred Method of Contact: Email
Company: AIDS Delaware

Job Title: HIV/AIDS Medical Case Manager

Position Status: Full time

Description: * Carrying a case load of approximately 50+ clients

* Proper documentation of contact with client, referrals, etc.

* Completion of home visits, attendance at medical appointments, etc.

* Assisting with education sessions/events

Preferred Major: Human Services

Application Instructions: Please e-mail resume with salary requirements to fnegron@aidsdelaware.org

Contact Information:

Felixander Negron
fnegron@aidsdelaware.org
100 West 10th Street Suite 315
Wilmington, DE 19801

Preferred Method of Contact: Email
Company: AIDS Delaware

Job Title: Receptionist

Position Status: Part time

Description: The purpose of the Receptionist is to manage the front office and assist staff members with day-to-day operations.

Essential Duties:
- Oversees front office
- Greets guests
- Answers phones
- Retrieves and sorts faxes
- Assists staff with:
  - Making copies
  - Sending faxes
- Assists with data management
- Other job duties as assigned

Possible work hours: Monday - Thursday, 8:30 a.m. to 4:30 p.m.

Preferred Major: Open to all majors and programs, General Business, Human Services, Office Administration

Application Instructions: Please e-mail resume with hourly wage requirements to fnegron@aidsdelaware.org

Contact Information:

Felixander Negron
fnegron@aidsdelaware.org
100 West 10th Street Suite 315
Wilmington, DE 19801

Preferred Method of Contact: Email
Company: Eastern Controls, Inc.

Job Title: Service Technician

Position Status: Full time

Description: Shadow senior staff/group leaders for a training period of at least six months.

Provide technical support and information to customers and field sales as needed to rectify all service requests.

Follow ECI QA procedures and work instructions as directed in ECI service shop and on site.

Respond to scheduled and unscheduled repairs.

Performs assembly and assists with maintenance and repairs on valves

Responsible for assembling and disassembling of components and instrumentation as instructed.

Performs calibration on mechanical and electronic instruments, machinery and components.

Notifies supervisor regarding parts or equipment in need of repair or replacement.

Performs all duties according to safety procedures and safety best practices.

Extensive travel required for this position—overnight stays are common; valid driver’s license is required.

Ability to submit to random D&A testing through DISA program.

Preferred Major: Open to all majors and programs

Application Instructions: Send cover letter and resume to andrea.mower@easterncontrols.com

Contact Information:

Andrea Mower
andrea.mower@easterncontrols.com
3866 Providence Road
P.O. Box 519
Edgemont, PA 19028

Preferred Method of Contact: Email
Company: Seaberry Farm

Job Title: Floral Designer

Position Status: Full time, Paid

Description: Seaberry Farm, a flower farm and an event florist, is seeking a floral designer to join our team. This employee will assist the head designer in preparing and designing wedding/event floral arrangements, farmers market bouquets and other floral design orders; managing event orders; and performing other related tasks on the farm. Floral design experience preferred. Weekend and holiday work will be expected. Wage commensurates with experience. Health and dental insurance available. Seaberry Farm is a 36-acre specialty flower and fruit farm located in Federalsburg, Maryland. www.seaberryfarm.com

Preferred Major: Open to all majors and programs

Application Instructions: Please send your resume and contact info to Seaberry Farm at 2770 Wright Rd., Federalsburg, MD 21632. or e-mail: seaberryfarm@yahoo.com

Contact Information:

Wenfei Uva
seaberryfarm@yahoo.com
2770 Wright Rd., Federalsburg, MD 21632

Preferred Method of Contact: Email
Company: DELAWARE INTERCORP, INC.

Job Title: CSR/Sales/OfficeHelp

Position Status: Part time

Description: CSR/Sales/OfficeHelp- All rolled up into one —P/T Newark office position available for a responsible, honest, hardworking person with good people skills who isn’t afraid to learn and to work. Mix of sales oriented customer service, data entry, and correspondence. Must have good phone, written, and in-person communication skills; must be organized. Must be able to work pleasantly and productively in a team environment.

Currently three open part time positions, which can grow to full time as training, experience, and excellent reviews occur. Typically start at 15 hours a week during initial training, which usually gets increased rapidly to 20 or more hours per week, as the applicant proves their worth to the enterprise and absorbs initial training. Pay starts at $9.25 per hour. Merit increases and career progression available to be earned.

Must be able to use Microsoft Outlook, Word, and Excel proficiently, and be able and willing to learn new computer applications. A pre-existing knowledge of Quickbooks is a plus. Fast paced multi-tasking environment in a growing company. Must be able to maintain a pleasant disposition and positive attitude under stressful conditions. Mandatory drug and background screening for all employees. Send resume to: careers@delawareintercorp.com, or mail to: Delaware Intercorp, Inc, 111 Barksdale Professional Center, Newark, DE 19711; or fax to (302) 266-9940.

Application Instructions: Send resume to: careers@delawareintercorp.com, or mail to: Delaware Intercorp, Inc, 111 Barksdale Professional Center, Newark, DE 19711; or fax to (302) 266-9940

Contact Information:

Joanne Carter
 careers@delawareintercorp.com

Preferred Method of Contact: Email
Company: Dogfish Head Brewings and Eats

Job Title: Summer Restaurant Positions

Position Status: Full time, Part time, Paid, Seasonal

Description: Do you dream of working in a fun, off-centered non-corporate work environment? Want to be part of an exceptional team while contributing your unique skill set and supporting the service of yummy beer, spirits and food?

Come to our Open House/Recruitment Fair and interview with our team!
THURSDAY, APRIL 4th 10:00am-1:00pm
SATURDAY, APRIL 6th 10:00am-1:00pm

PLEASE BRING AN UPDATED RESUME!

We're looking for:
SERVERS
HOSTS
BARTENDERS
BUSSERS/BARBACKS
FOOD RUNNERS/EXPEDITORS
DISHWASHERS
PREP COOKS/LINE COOKS
KIOSK/MERCHANDISE SALES

Preferred Major: Open to all majors and programs

Application Instructions: Please bring an updated resume to one of our open houses:
THURSDAY, APRIL 4th 10:00am-1:00pm
SATURDAY, APRIL 6th 10:00am-1:00pm

Contact Information:

Bailey Borzecki
bailey@dogfish.com
320 Rehoboth Avenue
Rehoboth Beach, DE 19971

Preferred Method of Contact: Email
Company: Bricks 4 Kidz

Job Title: After School/Summer Camp Instructor, Wilmington, DE

Position Status: Part time

Description: Bricks 4 Kidz is an innovative educational program teaching children! Our programs focus on Science, Technology, Engineering, and Mathematics by learning and playing with LEGO® bricks! We are currently looking for instructors to teach our hands-on after school programs, Summer Camps and Birthday Parties. This is a part time position and could be 4 - 5 days a week with 3-6 hrs. time frame each week. Most Summer Classes will have a 3 Hours Session in the morning and one in the afternoon at various schools/facilities. Travel is necessary as programs will take place throughout North Wilmington, Wilmington, Hockessin, and parts of Newark. This is for you, if you enjoy working with elementary aged children and need a part time position. Experience working with special needs/special education children a bonus. Visit www.bricks4kidz.com for more information about Bricks 4 Kidz. Great position for a Teacher on Summer Break looking for extra earnings! Great for Education Majors looking to get hands on experience in the classroom! TEACHERS: If your school doesn't offer Bricks 4 Kidz classes, contact us and we can help you get it going at your location.

You must:
*have experience and enjoy working with children ages 5-11
*ability to manage a classroom up to 20 children
*have a positive and upbeat personality
*have reliable transportation
*be on time and have an excellent work ethic
*have great organization skills
*enjoy math & science concepts
*be able to obtain criminal background checks and child abuse clearances

Work opportunity is based on your availability and desire for work.

Preferred Major: Early Care and Education Birth to Second Grade, Early Childhood Development, Early Childhood Studies, Elementary Education, Math Secondary Education, Middle Level Mathematics Education, All Education Programs

Application Instructions: Please contact Jason Domanski with Resume at Jdomanski@bricks4kidz.com or apply at www.bricks4kidz.com - We are Bricks 4 Kidz - Wilmington/Hockessin.
Contact Information:

Jason Domanski
302-528-1719 (Phone)
215-947-6635 (Fax)
jdomanski@bricks4kidz.com
1621 N Rodney St
Wilmington, DE 19806

Preferred Method of Contact: Phone
Company: Cricket Communications

Job Title: Retail Sales Representative

Position Status: Part time, Paid

Description: Every day our Part Time Retail Sales Representatives at Cricket sell great products and unlimited wireless service at fantastic prices to our customers and provide customer service in a fun energetic environment.

Our Part Time Retail Sales Representatives:
• Sell wireless phones service plans and accessories in a fast-paced environment
• Deliver outstanding customer service, strive to retain and gain customers
• Participate in outside sales events or promotions
• Work flexible hours weekends and holidays at various locations
• Perform daily opening and closing procedures maintain store appearance and help create a positive working environment

Qualifications: Cricket is looking for outgoing motivated and customer focused individuals with at least one year retail experience in sales or customer service. A definite advantage is given towards individuals who have a college degree and bilingual Spanish skills. Also preferred status is granted to candidates with prior wireless experience.

Basic Requirements:
• At least one year retail experience in sales or customer service
• At least one year experience handling cash transactions
• Proficient use of PC software (MS Office preferred) and point of sales systems
• At least a High school diploma or GED
• Pre-employment criminal background and drug screen required

Application Instructions: Please apply online:
http://ch.tbe.taleo.net/CH10/ats/careers/requisition.jsp?org=CRICKETCOMM&cws=1&rid=4244

Contact Information:
Sarah Christensen
schristensen@cricketcommunications.com

Preferred Method of Contact: Email
**Company:** Waddell & Reed, Inc.

**Job Title:** Financial Advisor

**Position Status:** Full time

**Description:** At Waddell & Reed, we invest in our financial advisors. As you consider your options, we want you to know that Waddell & Reed not only offers unparalleled opportunity, but we do so with a level of personal support that sets us apart.

Responsibilities
As a financial advisor, you will provide your clients with comprehensive financial planning and advice to help them effectively pursue their financial goals.
* Target prospective clients and market your unique value proposition in your community
* Evaluate your client's financial situation and identify investment objectives through a comprehensive and customized financial planning process.
* Recommend appropriate solutions and monitor portfolios for economic changes and adjustments in your clients needs and objectives.
* Actively participate in training and development curriculum to continually improve your marketing and financial planning skills and knowledge base.
* Provide personal client service and support.

**Preferred Major:** Open to all majors and programs, Entrepreneurship, General Business, Management, Marketing, All Business Programs

**Application Instructions:** Please email me at joann8844@wradvisors.com or call 302-654-4298 ext.118

**Contact Information:**

Joann M McFarlane  
joann8844@wradvisors.com  
800 Delaware Ave, Suite 810  
Wilmington, DE  19801

**Preferred Method of Contact:** Email
Company: Synerfac Technical Staffing

Job Title: Civil Drafter

Position Status: Full time

Description: We are currently seeking a CADD Drafter/Designer our Land Development Division.

Candidates should have a minimum of 0 to 5 years experience in land development; which includes but is not limited to site engineering of roadways, utilities, and stormwater management facilities, and sediment and erosion control design.

Successful candidates MUST have:
Formal training in CADD preferred
0-5 years experience in land development, site engineering, sediment and erosion control
B.S. in Civil Engineering
Proficiency in AutoCAD 2012
Excellent written and verbal communication skills

BENEFITS
We offer a comprehensive benefits package which includes:
Competitive salary
Medical, Dental, Vision, Health Savings Account, Flexible Spending
Life and Disability Insurance
401(k)
Paid Time Off

Preferred Major: Civil Engineering Technology

Application Instructions: Please call or contact me a 302-324-9400 or dmayhart@synerfac.com

Contact Information:
Dan Mayhart
302-324-9400 (Phone)
dmayhart@synerfac.com
2 Read's Way Suite 209
New Castle, DE 19720

Preferred Method of Contact: Phone
Company: State Farm Insurance - Heather Broujos Agency

Job Title: Team Member

Position Status: Full time, Paid

Description: New State Farm Agency is hiring for a high paced sales person! Looking for a qualified individual that is customer focused and self-motivated. If you would like to work in a fun environment that encourages growth and development, my office is the perfect place for you!

State Farm is looking for rising professionals who are seeking a rewarding career in the Financial Services/Insurance industry. State Farm is a stable and progressive company looking for high energy, high performing individuals who aspire to own a community-based small business. Do you have aspirations to run your own business? If so, you may want to consider working in the office of a State Farm Agent. As a member of our agency team, you have an opportunity to experience first-hand what it takes to be an entrepreneur. You will build and develop customer relationships within the community to promote State Farm products including auto, home, life, health insurance, banking, and mutual funds. This position will allow you to experience working in an agent's office, and to explore the opportunity to become a State Farm agent yourself.

State Farm is the leader in the auto insurance industry and a Fortune 500 company. Run your own business or be your own boss. Lead a team, and earn an outstanding income! Opportunity for training pay, signing bonus, and unmatched support!

Preferred Major: Open to all majors and programs

Application Instructions: Please send all resumes to heather.broujos.rbru@statefarm.com

Contact Information:

Heather Broujos
Heather.broujos.rbru@statefarm.com

Preferred Method of Contact: Email
**Company:** Josie Mullin, Ins Counselor

**Job Title:** Office help

**Position Status:** Part time, Paid

**Description:** I would like help with occasional filing and paper shredding

Located in the Lewes Rehoboth area two blocks in from west Coastal Highway. (behind SuperFresh)

You may reach me or leave a message at 302 644-4545 josiemullin@comcast.net

**Preferred Major:** Open to all majors and programs

**Application Instructions:** Please contact for an interview

**Contact Information:**

Josie Mullin
josiemullin@comcast.net
34740 Brandon Dr
Aydelotte Estates
Rehoboth, De 19971

**Preferred Method of Contact:** Address / Mailing
Company: Edgemoor Community Center

Job Title: Summer Camp Counselor

Position Status: Part time

Description: The Edgemoor Community Center in North Wilmington is looking for energetic, creative, and loving Summer Camp Staff for their Camp SOAR summer day camp. Program hours are 7:00am-6:00pm Monday through Friday working 6 hour shifts (7am-1pm or 12pm-6pm). Must commit to 9 weeks, June 17th-August 16th. Must be professional, responsible, and respectful to program goals, parents, and with our children. Summer Camp Counselors must meet State licensed requirements: be a minimum of 18 years old, hold at least 3 college credits or 60 clock hours of training in education, completed 1-2 years working with school age children, and own a hard work ethic.

Preferred Major: Early Care and Education Birth to Second Grade, Early Childhood Development, Elementary Education, All Education Programs

Application Instructions: Email cover letter and resume to Greg Woznicki, Director of Youth and Recreation

Contact Information:

Greg Woznicki
eccrec@dca.net
Edgemoor Community Center
500 Duncan Rd
Wilmington, DE 19809

Preferred Method of Contact: Email
Company: Girl Scouts of the Chesapeake Bay

Job Title: Health Coordinator

Position Status: Seasonal-Summer

Description: The Health Coordinator is responsible for the health and well being of the camp community. Responsibilities include the management and distribution of prescription and over the counter medication. Other duties include management of health records, maintenance of health center, upkeep of first aid and wellness supplies, supervision of physical and emotional wellness of campers and staff, emergency drills, Lost and Found property and distribution of camper information to appropriate areas.

Preferred Major: Open to all majors and programs

Application Instructions: Please visit the following link; http://www.gscb.org/01_about_us/careers/careers.html and fill out the application inclosed as well as three reference forms. If you have any questions please contact us at cstafford@cbgsc.org

Contact Information:

Cathy Stafford
cstafford@cbgsc.org
501 South College Ave.
Newark, DE 19713

Preferred Method of Contact: Email
Company: Information Technologies, University of Delaware

Job Title: Applications Programmer (Java Programmer)

Position Status: Full time, Paid

Description: The Information Technologies Web Development (IT-WD) department at the University of Delaware seeks applicants for multiple Applications Programmer (Java Programmer) positions. The IT WD department provides application analysis, design, and development support for the core business processes of the University. The Applications Programmer has primary responsibility for system design and programming and is involved in all aspects of the development of applications. Candidates must be able to demonstrate proficiency in Java, JSP, JDBC and SQL.

For a complete list of requirements and job duties and to apply online, please visit our web site at http://www.udel.edu/udjobs. The reference number (Job ID) for the position is 100652.

We offer salaries commensurate with experience and educational background and a comprehensive benefits package.


Application Instructions: For a complete list of requirements and job duties and to apply online, please visit our web site at http://www.udel.edu/udjobs. The reference number (Job ID) for the position is 100652.

We offer salaries commensurate with experience and educational background.

Contact Information:

Kate Webster
kate@udel.edu
IT, Computing Center
192 S. Chapel St.
Newark, DE 19716

Preferred Method of Contact: Email
Company: Michael Kors

Job Title: Sales Associate

Position Status: Part time, Paid

Description: Michael Kors Outlet in Tanger Outlets, in Rehoboth Beach is currently Hiring!
Are you Fashion Forward? Does Chic, Sophistication interest you? Do you really want to enjoy your work environment?

Sales Associate responsibilities include but are not limited to:
- Utilize elevated levels of sales & service to maximize sales performance; meet sales goals.
- Comply with all sales related policies & procedures.
- Provide the highest level of customer service.
- Assist in the maintenance of all inventory in the stockroom & on the selling floor.

Qualifications:
1-3 years of relevant experience
- Excellent communication and interpersonal skills

MICHAEL KORS (USA) INC, offers excellent career growth opportunities, competitive salary, comprehensive benefits and a generous clothing allowance.

TO APPLY: Stop By Michael Kors Outlet in the Midway Outlets in Rehoboth Beach, DE, and fill out an application

Application Instructions: Please stop by Michael Kors to fill out an application, in person.

Contact Information:

Jonathon Collins/Store Manager
302-645-2600 (Phone)
jonathonckcollins@gmail.com
Michael Kors
Rehoboth Beach Outlets
34986 Midway Outlet Drive
Rehoboth Beach, DE 19971

Preferred Method of Contact: Phone
Company: WheresMyTutor

Job Title: *SPRING TUTORS* Needed for All Subjects - $20-$60+/hour

Position Status: Part time, Paid

Description: Part-time *SPRING TUTORS* needed for all subjects and age-levels in (and around) the DOVER and Wilmington areas. Currently our company has an immediate need for tutors who are able to work right away during the Spring months of 2013 (and even beyond). We need tutors NOW as the amount of "Tutoring Requests" we've been receiving from parents/students has increased substantially in the last few weeks. This increase is due to students requiring additional homework support and academic help as they get deeper into their studies. As a tutor you’ll be able to pick and choose which local students that you'd like to work with. Additionally tutors get to set their own rates ($20 - $60+/hour), their own hours, and their own weekly tutoring schedules.

Currently we have an immediate need for local tutors who can work part-time roughly 2-10 hours per week. All tutoring is conducted one-on-one at a neutral location such as a library, on campus, or a nearby coffee shop. Coffee shops seem to be the most popular tutoring locations for both students and tutors alike.

Because we have such a high demand for new tutors at this time, prior tutoring experience is NOT required to be a busy and successful tutor. Tutors must be able to meet their students (tutees) at a local place in common (library, coffee shop, campus, etc) where the tutoring takes place. NO long commutes are ever required and if the tutoring location is close, possessing a car is not necessary.

Preferred Major: Open to all majors and programs, Communications, Early Childhood Development, Early Childhood Studies, Elementary Education, Entrepreneurship, General Business, Human Services, Management, Marketing, Math Secondary Education, Middle Level Mathematics Educ

Application Instructions: If you are interested in tutoring right away during the Spring (and even beyond), please send an email inquiry to: justin@wheresmytutor.com

Contact Information:

Justin C. Ketcham, Director of Tutoring Services
justin@wheresmytutor.com
NATIONAL HEADQUARTERS:
2160 Elden Avenue, Suite 102
Costa Mesa, CA 92627

Preferred Method of Contact: Email
Company: CADapult Ltd.

Job Title: BIM/CAD Technician for Project Production Modeling and Construction Coordination Services

Position Status: Full time, Contract

Description: CADapult Ltd. has a long history of providing digital design solutions to the AEC community throughout the greater Delaware Valley. We partner with our clients in the fields of architecture, civil engineering, construction and facility management to help them leverage technology to improve productivity throughout the design project life cycle. We are expanding our consulting and project services in the area of BIM Modeling, Construction Coordination and Content Creation to help support our clients who are beginning to work on BIM-based projects. CADapult is looking for candidates who have hands on industry experience who can provide production and consulting services using Revit, Navisworks, AutoCAD and other related software.

Principal Duties and Responsibilities:
- Work will be performed at CADapult’s office, job site, or client’s office
- BIM Modeling Services
- Shop Drawing Creation for Various Trades (mostly HVAC, electrical, fire protection)
- Construction Coordination Services
- CAD Production
- Create Revit MEP (and possibly other applications) content for client projects and manufacturers under the direction of BIM Manager
- Support clients by assisting with the development of standards and implementation plans
- Work with a variety of engineers, contractors and subcontractors to provide project coordination

Qualifications/Skills:
- MEP designer and or designer familiar with the demands of MEP design
- Experience with duct systems, electrical, plumbing, and piping layouts and designs
- Software skills including Revit, AutoCAD, Navisworks, QTO, and Microsoft Office (at least 2 years Revit experience on projects required)
- Knowledge of typical project workflows and collaboration with other team consultants
- Must exhibit good inter-personal skills and diplomacy
- Ability to meet project deadlines
- Professional presence, dress and demeanor
- Local travel required
- College degree preferred
- This position can lead to other positions within CADapult
Benefits we provide:
• Access to the latest releases of all Autodesk Technology
• Extensive Training and Access to current learning materials
• Other employee benefits such as a Healthcare Plan for fulltime employees
• Paid Time Off for vacation/medical/personal days
• Competitive Salary
• Be part of a team that is growing

Keywords: AutoCAD, BIM, Revit, MEP, Applications Engineer, Applications Specialist, HVAC, Electrical, Plumbing, Piping, Designer, Engineering, Fire Protection, Construction

Preferred Major: Open to all majors and programs

Application Instructions: Please send resume and salary history to Adam.Berger@cadapult.net

Contact Information:

Adam Berger
Adam.Berger@cadapult.net
3 Mill Park Court, Suite A
Newark, DE 19713

Preferred Method of Contact: Email
Company: Access Dental, LLC

Job Title: Dental Hygienist

Position Status: Full time, Part time, Paid

Description: This position is for a Hygienist able to work 30 to 35 hours per week Dental hygienist (also called oral hygienist) is a licensed dental professional who specializes in preventive oral health. Common procedures performed by hygienists include cleanings known as prophylaxis, scaling and root planing for patients with periodontal disease, taking of prescribed radiographs, dental sealants, administration of fluoride, and providing instructions for proper oral hygiene and care. A full review of the patient's medical history, necessary x-rays to be taken, a clinical exam, and a periodontal assessment by probing and exploring areas of the patients mouth. During this stage a thorough documentation must be implemented.

Preferred Major: Dental Hygiene

Application Instructions: submit application in office or by resume via email w/gpa

Contact Information:

Russell Rose
302 674-3303 (Phone)
302 674-3304 (Fax)
accessdental2@verizon.net
446 A South New Street
Dover Delaware 19904

Preferred Method of Contact: Phone
Company: Recruitment Alternatives, LLC

Job Title: Physical Therapy Assistant

Position Status: Full time

Description: Recruitment Alternatives is currently seeking a Physical Therapy Assistant to join the staff at a skilled nursing facility located in West Chester Pennsylvania. This is a full time position working with other therapy professionals. Located within 20 miles of Wilmington, this is a great opportunity for either the new graduate of experienced PTA. Degree in Physical Therapy Assisting or soon to be graduating from the program is required. Therapist will have or will have to obtain a Pennsylvania PTA license to practice.

Preferred Major: Physical Therapist Assistant

Application Instructions: To apply, please forward your resume to Susan Judge at susanmjudge@yahoo.com or call 215-872-6105

Contact Information:

Susan Judge
215-872-6105 (Phone)
susanmjudge@yahoo.com
Susan Judge
1403 Shirley Lane
Perkasie, PA  18944

Preferred Method of Contact: Phone
Company: UPS

Job Title: Package Handler

Position Status: Part time

Description: Students working as package handlers, average 3 to 4 hrs per day of loading, unloading or sorting packages. Applicants must be capable of, lifting, lowering, pushing and pulling packages weighing up to 70 lbs consistently and at a brisk pace. Shifts run Monday through Friday from approximately 4:45 AM to 8:30 AM (preload) or 6:00 PM to 9:45pm (local sort).

Job highlights:
• Monday through Friday work week (No Weekends).
• Have a set work schedule. (Usually 3 to 4 hours per day)
• Receive raises of up to $2.00 per hour in only 90 days of employment. (Morning shift)
• Receive 21 paid days off after 1 year (vacations, holidays & sick days) 401K, & more.
• Receive full, company paid, health care benefits after 1 year of employment (medical, prescription, vision, and dental. Family coverage begins after 18 months).
• Membership in the Teamsters union.
• Like a gym memberships, this job helps keep you in shape with a daily rigorous physical work out before or after school.
• Excellent advancement opportunities (UPS promotes from within for all positions including part time management who receive $4,000 per year of college tuition).
• Permanent jobs require a 1 year commitment of an applicant to be considered for the position. Seasonal positions (Christmas) begin hiring after September 22.

UPS is an equal opportunity employer

Preferred Major: Open to all majors and programs

Application Instructions: All applications are taken online at www.upsjobs.com. Select "PT Package Handler" for the Newark DE location. Please take care to select the appropriate time frame you are interested in: Sunrise = Preload  4:45 AM to 8:30 AM; Twilight = Local Sort  6:00

Contact Information:

Mike Bradley - Human Resources
mikebradley@ups.com
UPS Human Resources
325 Ruthar Drive
Newark DE 19711

Preferred Method of Contact: Address / Mailing
Company: Comcast

Job Title: Direct Sales Representative

Position Status: Full time

Description: Responsible for selling and promoting Comcast products with focus on video, high-speed internet, phone services and XFINITY Home. Increases product penetration in designated territories through sales to former individual customers.

Tasks
- Demonstrates strong understanding of Comcast products, promoting and selling offerings to individual customers by knocking every door within assigned territory. Displays thorough and recent competitive knowledge of features, benefits, product differences, pricing, and campaigns for video, high-speed internet, phone services and XFINITY Home.
- Communicates and develops rapport with customers. Evaluates customers' existing and potential product needs and make recommendations. Increases customer understanding of Comcast products and pricing models as well as competitive advantage over other service providers. Evaluates competitive offers and frame response to show the benefits of Comcast.
- Meets and exceeds sales goals as established by local market. Independently establishes and organizes daily sales activities.
- Generates business through established and approved creative methods of lead generation. Implements effective sales closing techniques to ensure product installation goal is achieved.
- Demonstrative record of success in outbound sales environment with emphasis on business to consumer sales.
- Displays thorough understanding of video, high-speed internet, phone services and XFINITY Home.
- Possesses impeccable communication, organizational, and people skills, as well as strong customer service skills.
- Illustrates strong technical capability (computer knowledge, billing system, databases).
- Must meet the physical requirements of the job including, but not limited to, the ability to walk and/or travel door-to-door for considerable distances in all types of weather conditions.
- Obtaining and maintaining any credentials and/or licenses necessary to sell and/or design alarm systems as required by applicable law.
- Consistent exercise of independent judgment and discretion in matters of significance.
- Regular, consistent and punctual attendance. Must be able to work nights and weekends, variable schedule(s) and overtime as necessary.
- Other duties and responsibilities as assigned.
- High School Degree or Equivalent
- Generally requires 2 - 3 years related experience.
Additional Requirements
- Demonstrated record of success in outbound sales environment with emphasis on business to consumer sales preferred but not required.
- Goal-oriented individual
- Excellent and engaging communication skills, ability to build quick rapport with customers
- Positive attitude: pursues sales goals with self-confidence and resolve, bounces back after disappointment or rejection
- Ability to quickly adapt when facing resistance or changing customer priorities
- Ability to maintain solid relationships with subscribers
- Good time management and organizational skills
- Neat, professional personal appearance
- Reliable personal transportation. Valid Driver's license.
- Ability to work extended hours and weekends.
- High School diploma or equivalent.

Comcast is an Equal Employment Opportunity/Affirmative Action/Drug-Free workplace employer.

Preferred Major: Open to all majors and programs

Application Instructions: www.comcast.com/careers

Contact Information:

Comcast Recruiting
julianne_rondeau@cable.comcast.com
www.comcast.com/careers

Preferred Method of Contact: Email
Company: Citi Trends

Job Title: Store Sales Associate

Position Status: Part time

Description: Citi Trends is looking for a dedicated Store Sales Associate to join our team at one of the largest chains in the value-priced urban apparel industry. We’re growing, so if you’ve ever wanted a chance to lead the way, this is it.

Job Duties:
- Processing freight
- Handles all cash, checks and credit cards correctly and by company policy
- Provides proper customer service such as, but not limited to, greeting customer, abides by fitting room policies, rings customer in a timely fashion, thanks customer for shopping at store and invites them to return
- Responsible for assisting Store Manager with Loss Prevention procedures, including preventing shoplifting and cash losses, reporting incidents of theft or dishonesty and following all current operational policies

Qualifications:
- High school diploma or equivalent
- Excellent communication and organizational skills
- Ability to work a flexible schedule including nights and weekends
- Ability to perform mathematical calculations such as addition, subtraction, multiplication, division, and percentages

Preferred Major: Open to all majors and programs

Application Instructions: To apply, please visit:

https://www.cititrends.apply2jobs.com/HVExt/index.cfm?fuseaction=mhvExternal.showPositionDetails&PID=52&sid=167

Contact Information:

Matthew Barker
mbarker@cititrends.com
104 Coleman Blvd
Savannah, GA 31408

Preferred Method of Contact: Email
Company: Electronic Home Solutions

Job Title: Jr System Engineer

Position Status: Full time, Part time, Paid

Description: Electronic Home Solutions, Inc. specializes in designing, installing and supporting technology solutions.

We are currently looking for qualified individuals to join our team as entry level Systems Engineers. Full-time and part-time positions available.

Please send a resume and cover letter to Valerie Vassar at valvassar@ehs-inc.biz if you are interested.

Minimum Requirements:
• 4-year college degree or currently working towards a degree
• Must demonstrate strong written and oral communication skills
• Must be a team player
• Must be a good listener
• Must have an aptitude for troubleshooting and diagnosing problems
• Must be organized and detail oriented
• Must be eager to learn
• Familiarity with PC’s and MAC’s
• Must have a valid driver’s license, proof of insurance and clean driving record
• Must pass background check and drug testing

Responsibilities (include but are not limited to):
• Achieve and maintain excellent customer satisfaction
• Design, implement and support:
  o Structured wiring solutions
  o End User control devices such as universal remotes and touchscreens
  o Computer PC’s and networks
  o Whole house music systems
  o Video surveillance and distribution systems
  o Home automation systems
• Maintain records of the work performed and documentation of the installations

Preferred Major: Open to all majors and programs

Application Instructions: Please send cover letter with resume.
Contact Information:

Valerie Vassar
3022343391 (Phone)
3022340302 (Fax)
valvassar@ehs-inc.biz
9 Homestead
Hockessin, DE 19707

Preferred Method of Contact: Phone
Company: World Trade Center of Delaware

Job Title: Marketing Intern - Videography & Photography

Position Status: Part time, Unpaid

Description: Unpaid Internship - Responsible for conducting video interviews of companies, videotaping and photographing events, editing of videos and preparation for posting online.

Preferred Major: Marketing, All Business Programs

Application Instructions: Send resume and cover letter to Rebecca Faber - rfaber@wtcde.com

Contact Information:

Rebecca Faber
rfaber@wtcde.com
World Trade Center Delaware
702 West Street
Wilmington, DE 19801

Preferred Method of Contact: Email
Company: World Trade Center of Delaware

Job Title: Marketing Intern - PR

Position Status: Part time, Unpaid

Description: Unpaid Internship - Assist with writing copy for press releases and articles, distribute to local media sources as well as post on various social media outlets. Will be responsible for scanning the news for articles of interest to our membership and posting them on facebook, twitter and linkedin. Will also create and distribute email announcements and weekly newsletter.

Preferred Major: Marketing, All Business Programs

Application Instructions: Send resume to Rebecca Faber - rfaber@wtcde.com

Contact Information:

Rebecca Faber
rfaber@wtcde.com
World Trade Center Delaware
702 West Street
Wilmington, DE 19801
Email: info@wtcde.com

Preferred Method of Contact: Email
**Company:** World Trade Center of Delaware  

**Job Title:** Marketing Intern - Graphic Design  

**Position Status:** Part time, Unpaid  

**Description:** Unpaid Internship - To assist with graphic design for use on website and emails and other marketing materials. Photography experience and ability to edit photographs a plus. Will help with creation and distribution of email notices and newsletter.  

**Preferred Major:** General Business, All Business Programs, All Visual Arts Programs  

**Application Instructions:** Send resume to Rebecca Faber - rfaber@wtcde.com  

**Contact Information:**  

Rebecca Faber  
rfaber@wtcde.com  
World Trade Center Delaware  
702 West Street  
Wilmington, DE 19801  

**Preferred Method of Contact:** Email
Company: World Trade Center of Delaware

Job Title: Member Service Intern

Position Status: Part time, Unpaid

Description: Unpaid Internship - Will handle processing of new and renewed members in addition to managing member inquires and needs. Will also handle correspondence with members in regards to member benefits, renewal, and membership outreach.

Preferred Major: All Business Programs, All General Education Programs

Application Instructions: Send resume to Rebecca Faber - rfaber@wtcde.com

Contact Information:

Rebecca Faber
rfaber@wtcde.com
World Trade Center Delaware
702 West Street
Wilmington, DE 19801

Preferred Method of Contact: Email
Company: World Trade Center of Delaware

Job Title: World Affairs Council Intern

Position Status: Part time, Unpaid

Description: Unpaid Internship - Will assist with maintaining records, coordinating events, and marketing efforts for the World Affairs Council of Wilmington.

Preferred Major: General Business, Management, Marketing, All Business Programs, All General Education Programs

Application Instructions: Send resume to Rebecca Faber - rfaber@wtcde.com

Contact Information:

Rebecca Faber
rfaber@wtcde.com
World Trade Center Delaware
702 West Street
Wilmington, DE 19801

Preferred Method of Contact: Email
Company: World Trade Center of Delaware

Job Title: Human Resources Intern

Position Status: Part time, Unpaid

Description: Unpaid Internship - responsible for helping source interns for WTC Delaware. Will assist with outreach, interview process, selection and training.

Preferred Major: Human Services, All Business Programs

Application Instructions: Send resume to Rebecca Faber - rfaber@wtcde.com

Contact Information:

Rebecca Faber
rfaber@wtcde.com
World Trade Center Delaware
702 West Street
Wilmington, DE 19801
Preferred Method of Contact: Email
Company: World Trade Center of Delaware

Job Title: Administrative Intern - Data Entry

Position Status: Part time, Unpaid

Description: Unpaid Internship - primarily responsible for data entry in a variety of office databases, both local and on the cloud.

Preferred Major: All Business Programs, All General Education Programs

Application Instructions: Send resume to Rebecca Faber - rfaber@wtcde.com

Contact Information:

Rebecca Faber  
rfaber@wtcde.com  
World Trade Center Delaware  
702 West Street  
Wilmington, DE 19801

Preferred Method of Contact: Email
Company: World Trade Center of Delaware

Job Title: Research Intern - Customs, Etiquette and Protocol

Position Status: Part time, Unpaid

Description: Unpaid Internship - Will research and develop one-page report on customs, etiquette and protocol for major markets around the world to be used by local businesses and government officials.

Preferred Major: All Business Programs, All General Education Programs

Application Instructions: Send Resume to Rebecca Faber - rfaber@wtcde.com

Contact Information:

Rebecca Faber
rfaber@wtcde.com
World Trade Center Delaware
702 West Street
Wilmington, DE 19801

Preferred Method of Contact: Email
Company: World Trade Center of Delaware

Job Title: Foreign MBA Intern - Company Liaison - Internship

Position Status: Part time, Unpaid

Description: Unpaid Internship - assist with the development of the Foreign MBA Internship program to benefit small companies. Intern will be responsible for reaching out to the foreign MBA students at area colleges and universities, noting their native language capabilities and interest areas, reaching out to small companies in Delaware to determine their communication needs, and matching appropriate MBA students with the appropriate Delaware companies. Good communication skills and cultural understanding a must.

Preferred Major: All Business Programs

Application Instructions: Send resume to Rebecca Faber - rfaber@wtcde.com

Contact Information:

Rebecca Faber
rfaber@wtcde.com
World Trade Center Delaware
702 West Street
Wilmington, DE 19801

Preferred Method of Contact: Email
Company: World Trade Center of Delaware

Job Title: Research Intern

Position Status: Part time, Unpaid

Description: Unpaid Internship - Will assist with company specific research on markets, export licenses, policy issues related to international business, protocol and etiquette, and more. Will write up appropriate reports to be submitted to clients, design and update country profile reports, and design protocol guides.

Preferred Major: All Agriculture Programs, All Business Programs, All General Education Programs

Application Instructions: Send resume to Rebecca Faber - rfaber@wtcde.com

Contact Information:

Rebecca Faber
rfaber@wtcde.com
World Trade Center Delaware
702 West Street
Wilmington, DE 19801

Preferred Method of Contact: Email
Company: World Trade Center of Delaware

Job Title: Administrative Intern

Position Status: Part time, Unpaid

Description: Unpaid Internship - Responsible for managing activities in front office, including (but not limited to): answering phones, responding to client inquiries, scheduling meetings, scanning documents, filing, training new interns, data entry, managing online files, etc.

Preferred Major: All Business Programs, All General Education Programs

Application Instructions: Send resume to Rebecca Faber - rfaber@wtcde.com

Contact Information:

Rebecca Faber
rfaber@wtcde.com
World Trade Center Delaware
702 West Street
Wilmington, DE 19801

Preferred Method of Contact: Email
Company: World Trade Center of Delaware

Job Title: Event Coordinator - Intern

Position Status: Part time, Unpaid

Description: Unpaid Internship - responsible for assisting with coordination of events, including (but not limited to) Roundtables, Seminars, Mixers, Luncheons, and Conferences. Intern must be able to multi-task; communicate with potential vendors, venues, hosts, and clients; develop and distribute press releases; and keep program planning on schedule.

Preferred Major: Communications, All Business Programs

Application Instructions: Send resume to Rebecca Faber - rfaber@wtcde.com

Contact Information:
Rebecca Faber
rfaber@wtcde.com
World Trade Center Delaware
702 West Street
Wilmington, DE 19801

Preferred Method of Contact: Email
Company: TAXAMIZE ACCOUNTING

Job Title: Tax Preparer

Position Status: Part time

Description: National Tax Company, looking for tax preparers with great attitude and hard work ethic. Our Company understands that many of you are studying to enter the corporate arena and are loaded with school work that you have little time to actually gain essential professional work experience before you graduate or begin looking for work in your field of choice. Taxamize accounting has innovated the role of a professional tax preparer to fit you and your busy life style perfectly.

We provide a fun work environment while accomplishing our task. There's no experience required. Serious inquires only. Start TODAY!

Preferred Major: Open to all majors and programs

Application Instructions: To apply, simply email your resume to khadija@taxamize.com or just call 404-382-7212Ask for Jeromy Bell

Taxamize Accounting

404-382-7212

Contact Information:

Jeromy Bell
4043827212 (Phone)
khadija@taxamize.com
40 East Main Street
Newark, DE 19711

Preferred Method of Contact: Phone
Company: Dover Federal Credit Union

Job Title: Residential Lending Coordinator

Position Status: Full time

Description: General Summary

The primary purpose of this position is to assist Dover Federal Credit Union living out The Dover Federal Way by delivering outstanding service to both internal and external members. A key component of this service is to identify member needs and recommend appropriate credit union solutions. In addition, provide information on credit union products and services to members in accordance with credit union policies and procedures and State and Federal rules and regulations; interview applicants for real estate loans and process applications; gather background information and analyze loan applicants’ credit history; approve or deny loan applications based on analysis of each applicant’s background; and operate under substantial credit authority.

Core Competencies

• Communication skills-ability to understand, assess the situation, and provide a solution utilizing knowledge, empathy, personal touch, enthusiasm, and the undivided attention to effectively deliver a superior service experience;
• Ownership- relentless pursuit to drive to completion any issue a member is requesting assistance to help resolve; the ability to seize the opportunity to satisfy a member request in the quickest way possible, taking a leadership role with accountability;
• Adaptable-ability to adjust rapidly to new situations;
• Team player-ability to foster team spirit
• Goal driven;
• Adaptable and flexible;
• Organized;
• Positive outlook;
• Good problem solver and decision maker
• Attention to Detail
• Able to adhere to deadlines, responds in a timely manner.
• Flexible and can perform a wide variety of tasks.

Job Specifications

1. Requires education equivalent to a four-year high school education, plus some additional post-secondary technical coursework in real estate or lending.
2. At least two years of experience in mortgage lending.
3. Professional, well-developed interpersonal skills essential for interviewing loan applicants and projecting a positive image as representative of the Credit Union.
4. Work requires knowledge of mortgage loan policy, credit granting criteria, interest rates and how they are computed, and required documentation for mortgage loans. Extensive knowledge of real estate sales and regulations, appraisal guidelines and financial statements.
5. Requires judgment to apply broader aspects of established practices to situations, which go beyond clear, concise guidelines.
6. Intermediate mathematical skills required (calculations and concepts involving decimals, percentages, fractions, etc.)

**Application Instructions:** We are an Equal Opportunity Employer. Students and alumni will be accepted and assigned to job opportunities and otherwise treated without regard to race, color, religion, national origin, sex, marital status, veteran status or disability, as well as othe

**Contact Information:**

Holly Aragon
Dover Federal Credit Union, Attn: HR Dept
1075 Silver Lake Blvd
Dover, DE 19904

**Preferred Method of Contact:** Address / Mailing
Company: Department of Delaware, The American Legion, Inc.

Job Title: Bookkeeper

Position Status: Part time, Paid

Description: Full Charge Bookkeeper Wanted for Veterans Organization in Seaford, De. 10-15 hours per week flexible. Prior or Current Military Service required and eligibility to join The American Legion.

Job Description can be found at www.delegation.org

Preferred Major: Accounting

Application Instructions: Send Resume to
Department of Delaware, The American Legion, Inc.
Attn: Bookkeeper Position
P.O. Box 930
Seaford, DE 19973-0930

Contact Information:

Richard J Santos
delaware_adjutant@verizon.net
601 Bridgeville Highway
P.O. Box 930
Seaford, DE 19973-0930

Preferred Method of Contact: Email
Company: City of Dover

Job Title: Building Maintainece Craftsperson 1

Position Status: Full time, Paid

Description: To assist with the building of new structures, renovate existing buildings, and maintain City building and property to include custodian duties. The essential functions of the job are to perform skilled work in City buildings, including carpentry, painting and air conditioning; assist electricians as required; perform inspections of City buildings and systems to ensure proper maintenance; report system service needs to supervisor and schedule repairs, maintain inventories of materials and supplies, order replacement supplies and pick up as necessary, assist with the set up and tear down of special events; perform repair work for City customers such as fences, mailboxes, house siding, gutters or garages.

Preferred Major: Open to all majors and programs

Application Instructions: To apply, submit a City of Dover employment application and cover letter detailing related experience, along with a resume to: City of Dover, Attn: Human Resources Department, PO Box 475, Dover, DE 19903. Applications are available at the Human Resources

Contact Information:

Human Resources
www.cityofdover.com
The successful candidate will have a high school degree or a GED and one year of college or specialized vocational training in carpentry, construction or closely related field, along with two years of related experience in Microsoft Office, Excel, Word an

Preferred Method of Contact: Email
Company: Today's Kids

Job Title: Teachers/Assistant Teachers

Position Status: Full time, Part time, Paid

Description: Interact and teach:

Affection
Awareness
Communication
Curriculum Planning
Development of Age Appropriate Materials and Activities

Preferred Major: Early Care and Education Birth to Second Grade, Early Childhood Development, Early Childhood Studies, All Education Programs, All General Education Programs

Application Instructions: Must be 18 Years of age

High School Diploma/GED required

Must have TECE 1 or in the process of finishing TECE 1

Contact Information:

Dee Worley
302-834-5620 (Phone)
Todayskids2010@live.com
10 Songsmithe Drive
Newark, Delaware 19702

Preferred Method of Contact: Phone
Company: Synerfac Technical Staffing

Job Title: Electrical Drafter

Position Status: Full time

Description: Electrical Drafter

Looking for candidates with 1-3 years of experience in Electrical, Wiring, and Cable Drafting. Must be AutoCad proficient.

Skilled Drafter with experience in modifying Red-Lined Marked-up drawings. Exposure to Electrical Schematics, Wiring Diagrams, Power Controls & Instrumentation is desired. Will be drafting and modifying Single Line wiring diagrams for commercial projects.

Preferred Major: Electrical Engineering Technology, Electromechanical, Electronics Engineering Technology

Application Instructions: Please email a copy of your resume to mpalese@synerfac.com

Contact Information:

Melissa Palese
302-324-9400 (Phone)
mpalese@synerfac.com
2 Read's Way Suite 209
New Castle, DE 19720

Preferred Method of Contact: Phone
Company: Wexford Health Sources

Job Title: Registered Nurse

Position Status: Part time, Paid

Description: A professional nurse registered in Maryland is responsible for delivery of patient care through the nursing process of assessment, planning, implementation and evaluation. Also directs and guides patient teaching activities and ancillary personnel, while maintaining standards of professional nursing.

Preferred Major: Nursing

Application Instructions: Please send resume to khuber@wexfordhealth.com.

Contact Information:

Kasey Huber
khuber@wexfordhealth.com
425 Holiday Drive
Pittsburgh, PA 15220

Preferred Method of Contact: Email
Company: Plant Partners, Inc.

Job Title: plant merchandiser

Position Status: Full time, Part time, Paid

Description: Plant Partners is hiring merchandisers to work in the Outside Lawn & Garden department of major retailers. If you enjoy working outdoors, like plants and want to join a dynamic company, we would like to speak to you about joining our team!

Our merchandisers work in garden centers of major retailers to assist with setting displays of live nursery products. Duties include moving and unloading vendor carts, consolidating and organizing plants into attractive displays and helping to execute special projects and resets. The ideal candidate will have merchandising experience and/or plant and gardening knowledge, but training is provided for enthusiastic and hardworking individuals with a desire to learn.

Merchandisers need to have a neat, clean appearance and positive and professional attitude. Must have a home phone contact, a valid email address, be at least 18 years of age and able to pass the required background check. The merchandiser is a seasonal part-time position with varying hours throughout the year.

Preferred Major: Open to all majors and programs, Agribusiness Management, Landscape and Ornamental Horticulture, Production Agriculture, Turf Management, All Agriculture Programs


From the home page, click on “View Available Positions”, and then click on Territory 101 to view and apply for jobs available in your area. Only applicants who apply through our website will be considered.

Contact Information:

Chris Bartlett
cbartlett@plant-partners.com
16400 Huntersville-Concord Rd.
Huntersville, NC 28078

Preferred Method of Contact: Email
Company: Claymont Steak Shop

Job Title: Line Cook/Prep Cook and Assistant Shift Manager

Position Status: Full time, Part time, Paid, Intenship

Description: Position(s) available at both locations. In Claymont and Newark.

Preferred Major: Open to all majors and programs

Application Instructions: Go to the "Join Our Team" section of our site, www.claymontsteakshop.com, fill in the online employment application and attach your resume. There is no deadline. We accept applications on a rolling basis.

Contact Information:

Demi Kollias
claymontsteak@verizon.net

Preferred Method of Contact: Email
Company: Mid-Delaware Imaging

Job Title: Mammography Technologist

Position Status: Full time, Part time, Paid

Description: Summary:

In this position, the Mammographer serves to ensure quality mammography services. The Mammographer independently obtains and assesses required images, evaluates completed mammographic films, and reports all clinical information to the radiologist.

The Mammographer cooperates and coordinates with all members of the Diagnostic Imaging Department as necessary for the provision of quality patient care and may be asked to cover X-Ray and DEXA services when needed. The Mammographer is responsible for quality control and MQSA documentation, record maintenance, and patient report communication.

Education/Experience:

Minimum of 2-3 years previous experience as a Mammographer. Successful completion of an accredited Radiology or Medical Imaging program required.

Licensure/Certification:

Current AART registry, current state licensure and BLS required. Mammography registry preferred.

Preferred Major: Cardiovascular Sonography, Diagnostic Medical Sonography, Health Information Management, Management, Medical Assistant, Medical Coding Studies, Medical Laboratory Technician, Nuclear Medicine, Nursing, Occupational Therapy Assistant, Office Administration

Application Instructions: Please email resume to mdidover@gmail.com.

Contact Information:

Vicki Parikh
mdidover@gmail.com
710 S. Queen St.
Dover, DE 19904

Preferred Method of Contact: Email
Company: The Napoli Group of Restaurants

Job Title: Banquet servers, waitstaff, servers

Position Status: Part time, Paid

Description: In search of banquet servers, waitstaff, & bartenders. Must be conscientious, reliable and willing to learn. Looking for those that enjoy working with the public, are energetic and willing to grow in our business.

Preferred Major:

Application Instructions: Please contact Shannon Protas at bellavitaccc@gmail.com and express your interest for one of the listed positions, then you will receive an application via email. Or applications can be picked up at the Bella Vita office at Cavalier Country Club during

Contact Information:

Shannon Protas
bellavitaccc@gmail.com
100 Addison Drive
Newark, DE 19702

Preferred Method of Contact: Email
Company: Dogfish Head Brewery

Job Title: Off-Centered Wastewater Tech

Position Status: Full time

Description: Dogfish Head Craft Brewery is seeking an off-centered craft beer loving Wastewater Technician to join our super busy wastewater team of three & growing! Under general supervision of our off-centered Plant Engineer, you’ll help keep our wastewater moving from our brewery to the fields for application to ensure our beer can be continuously made. You’ll make certain wastewater removal takes place in a timely, efficient, documented and compliant matter. You’ll also monitor vehicles and systems to guarantee fitness for use and constant removal on-time, as well as tracking vehicle maintenance schedules and performing minor routine services. You’ll transport wastewater from the brewery to its final destination (i.e. the fields for application) where you’ll then be tasked with the actual land application. You will also be assisting in processing the hay which the water helps it to grow! You’ll maintain detailed logs, as well as maintain proper permits and document records with regard to the wastewater program. You’ll maintain clean vehicles, wastewater facilities and storage areas. You’ll also perform other maintenance duties as requested, including cleaning and providing support to your co-workers in order to maintain a high level of productivity during unscheduled downtime.

The qualified candidate will have a minimum high school diploma or the equivalent. The qualified candidate must also hold an active drivers license in good standing and be able to pass all applicable driving physicals, a class B drivers license a plus. Previous experience with wastewater and/or wastewater certification a plus. Previous experience with farming equipment will make us super delighted! Must be able to lift/pull 50 pounds, twist/turn, reach over shoulders and stand/walk on a continual basis. Must also be capable of working outside in all types of weather conditions. General hours will be Monday thru Friday 7:00 a.m. 4:00 p.m., hours/days may vary depending on production schedule.

Application Instructions: Qualified, interested and dynamic individuals should please submit their cover letter and resume to careers@dogfish.com. Help keep busy HR folks sane, no phone calls pretty please. Proud to be an EOE

Contact Information:

Careers at Dogfish

careers@dogfish.com

6 Cannery Village Center

Milton, DE 19968

Preferred Method of Contact: Email
Company: J & J Staffing Resources

Job Title: Office, Industrial, Technical & Professional

Position Status: Full time, Part time, Paid

Description: J & J Staffing Resources is a full service staffing agency offering Temporary, Temp-Hire and Direct Hire placements in Office, Industrial, Technical and Professional fields.

Preferred Major: Open to all majors and programs

Application Instructions: Please contact J & J via phone, email or fax.

Contact Information:

Macy Pedersen
macy.pedersen@jjstaff.com
J & J Staffing Resources
200 Continental Drive
Suite 107
Newark, Delaware
19713

Preferred Method of Contact: Email
Company: A to Z Insurance, LLC

Job Title: Assistant Bookeeper

Position Status: Full time

Description: Assist in maintaining accounting records and consolidating accounts from various sources. Be able to multitask, organize and responsible. This is a very busy office so the individual has to be a fast learner and creative. Competitive salary and benefits.

Please send resume' to: atoz@atozinsuranceonline.com

Preferred Major: Accounting

Application Instructions: send resume to email

Contact Information:

Ennio Zaragoza or Teresa Mojica
atoz@atozinsuranceonline.com
1447 S. Governors Ave
Dover, DE 19904

Preferred Method of Contact: Email
Company: United Custom Contractors

Job Title: Office/receptionist

Position Status: Part time, Paid

Description: Must be good with people.
Must have good phone skills.
A huge plus to have Quick Book knowledge.
Will start as a part time position.

Preferred Major: Entrepreneurship, Management, Office Administration, All Business Programs, All Computer Technology Programs

Application Instructions: Must have reliable transportation.
Valid Delaware drivers license.
Willing to drive to Bethany Beach, DE
MUST be timely!!!
Quick books a plus.

Contact Information:

Robin/Dawn
robin@unitedcustomcontractors.com
782 Garfield Parkway, Suite 203, Bethany Beach, DE.

Preferred Method of Contact: Email
Company: Concerned Citizens Organization

Job Title: Sports Director

Position Status: Part time, Paid

Description: Role Description: Under the direction of the CCO Board of Directors, the Sports Program Director will be responsible for developing and administering all facets of the summer youth sports programs and enrichment activities. The Sports Program Director will be accountable for the administration of the program’s implementation and evaluation. The Director will also assist the Board in the program’s development and promotion as needed. The Director will also be responsible for volunteer scheduling and supervision, arrangement and oversight of facility usage in accordance with CCO’s organizational goals, objectives and policies. The Director must understand their role in helping build community relationships and continue program development throughout the northern Kent County area.

Requirements: This volunteer position requires related leadership experience in an equivalent field, either in a paid or volunteer capacity. Knowledge of the sport in context is required. The ability to relate to all age groups is essential. A high degree of organizational ability is needed, along with strong skills in supervision, promotion/public relations as well as experience with volunteers, and program development. Demonstrated programming experience (2-4 years) with a small to large organization, with specific emphasis on youth sports is a plus. The Director’s ability to recruit program volunteers, including coaches is essential.

Benefits: The Concerned Citizens Organization, INC. is a nonprofit community-based organization. Contributions to the organization are tax deductible. Volunteers who successfully and consistently fulfill leadership responsibilities of roles such as Program Director will be considered for open Board positions if desired. Recommendations for employment, comparable volunteer positions, etc. outside of the organization are also available at the discretion of each Board member, upon successful demonstration of leadership abilities, results orientation and professionalism.

Typical Director Activities: Include program scheduling; skills assessments; draft administration; meeting facilitation (with coaches, parents, volunteers, etc.); volunteer scheduling (including referees); game attendance & oversight; issue resolution; coordination with partnering organizations (e.g. Smyrna PAL); and administrative activities such as team list maintenance.

Application Instructions: If you are interested in applying for the position, please us at ccoinc@hotmail.com. We will contact you with further instructions.
Contact Information:

Andrea Hodge
ccoins@hotmail.com
Smyrna, DE

Preferred Method of Contact: Email
Company: CardioKinetics

Job Title: Corporate Fitness Manager

Position Status: Full time

Description: Highly motivated individual who is hard working, reliable, personable, and most importantly passionate about educating and motivating individuals to live healthier lifestyles.

Degree in Exercise Science or Health and Fitness Field

CPR/BLS Certification

Strong communication and interpersonal skills

A working knowledge of cardiac and exercise physiology and heart risk factors

Experience in exercise testing (highly preferred)

Experience in corporate fitness (highly preferred)

Ability to work with microsoft

Preferred Major: Exercise Science

Application Instructions: please submit cover letter and resume to:

Heather Hall

Contact Information:

Heather Hall
Heather.Hall@cardiokinetics.com
52 N. Chapel Street
Newark, DE 19711

Preferred Method of Contact: Email
Company: Dogfish Head

Job Title: All positions

Position Status: Full time, Part time, Paid

Description: We're hiring for summer 2013! Hiring for servers, bartenders, food runners/expeditors, prep cooks/line cooks, hosts, bussers, barbacks, dishwashers, kiosk/merchandise sales

Preferred Major: Open to all majors and programs

Application Instructions: Come to the open house/recruitment fair and interview with our team on:

Thursday April 4th 10:00am-1:00pm

Saturday, April 6th 10:00 am - 1:00pm

Contact Information:

Dogfish Head
careers@dogfish.com
320 Rehoboth Ave
Rehoboth Beach, DE 19971

Preferred Method of Contact: Email
Company: Dover Employment and Training Office

Job Title: ERC Skip Tech Apprentice

Position Status: Full time, Paid

Description: Production style position

Training provided

Preferred Major: Open to all majors and programs

Application Instructions: Complete application at the Dover Employment and Training Office. You will need to register with Department of Labor, but are able to complete that there as well.

Contact Information:

Jennifer Jurczak  
[jennifer.jurczak@state.de.us](mailto:jennifer.jurczak@state.de.us)  
1114 S. Dupont Hwy  
Suite 104  
Dover, DE

Preferred Method of Contact: Address / Mailing
Company: Department of Planning and Inspections

Job Title: Office Assistant II

Position Status: Paid

Description: Primary functions are to provide clerical support to the department as well as provide outstanding customer service. Essential functions will include maintaining/协调 office schedules for approximately 10 staff members via Microsoft Outlook; performing research;数据 entry; processing a large quantity of incoming and outgoing mail, sorting, time stamping, and distributing mail; assisting with preparation of special mailings and/or stuffing bills or inserts; sorting, indexing and filing office materials; checking reports, records, and plans for accuracy and completeness; processing payments received by the department; answering customer inquiries via telephone and in person; managing office supply inventory; and attending business meetings.

Preferred Major: Open to all majors and programs

Application Instructions: The successful candidate must be proficient in Microsoft Office.

To apply, submit a City of Dover employment application and cover letter detailing related experience along with a resume to:

City of Dover, Attn: Human Resources Department, P.O. Box 475, D

Contact Information:

Human Resources
www.cityofdover.com
City of Dover, Attn: Human Resources Department
P.O. Box 475
Dover, DE 19903

Preferred Method of Contact: Address / Mailing
Company: Electronic Home Solutions

Job Title: Junior Systems Engineer

Position Status: Full time, Part time

Description: • Must demonstrate strong written and oral communication skills
  • Must be a team player
  • Must be a good listener
  • Must have an aptitude for troubleshooting and diagnosing problems
  • Must be organized and detail oriented
  • Must be eager to learn
  • Familiarity with PC’s and MAC’s
  • Must have a valid driver’s license, proof of insurance and clean driving record
  • Must pass background check and drug testing

Responsibilities (include but are not limited to):
  • Achieve and maintain excellent customer satisfaction
  • Design, implement and support:
    o Structured wiring solutions
    o End User control devices such as universal remotes and touchscreens
    o Computer PC’s and networks
    o Whole house music systems
    o Video surveillance and distribution systems
    o Home automation systems
  • Maintain records of the work performed and documentation of the installations

Preferred Major: Computer Engineering Technology, Electrical Engineering Technology, All Energy and Engineering Programs

Application Instructions: Please send resume and cover letter.

Contact Information:

Valerie Vassar
valvassar@ehs-inc.biz
9 Homestead Lane
Hockessin, DE 19707

Preferred Method of Contact: Phone
Company: North Shore Animal League America

Job Title: Licensed & Licensed Eligible Veterinary Technicians Wanted!!

Position Status: Full time, Part time

Description: North Shore Animal League America is the largest no-kill animal rescue and adoption organization in the world. We are a non-profit organization and since 1944, the League's mission has been saving the lives of pets through adoption, rescue and advocacy initiatives.

If you are a licensed Veterinary Technician in the State of NY, why not reward yourself with an exciting, fast paced job at the largest no-kill animal rescue and adoption organization that is known for its medical expertise and professional staff. In exchange for working for one of the best organizations in the country, you will receive:

• Competitive compensation package which includes health, dental and life insurance opportunities provided at no cost to you.
• Compensation package also includes paid time off, holiday pay.
• Appreciation for your talents in our interactive learning environment where you can grow and expand your knowledge.
• The opportunity to improve animal’s lives.

The licensed/licensed eligible veterinary technician is instrumental in providing support to clients, patients and other staff members. The perfect candidate must have the ability to work in a fast paced environment, work well with staff members, be detail oriented and have excellent communication skills. A passion for our mission is required. Must be flexible to work additional hours when workload requires. Experience a plus, but will train new graduates.

Requirements:
• Active NYS Veterinary Technician License Required/or Licensed Eligible
• Previous veterinary office and/or shelter experience a plus
• Must have flexibility to work one weekend day & night each week

If you have what it takes to contribute to this excellent group of veterinary professionals we invite you to discover the outstanding potential awaiting you at North Shore Animal League America!

Apply now so you don’t miss out! You are going to love working for North Shore Animal League America. Please send your resume and cover letter with salary requirements for consideration.
Preferred Major: Veterinary Technology

Application Instructions: For immediate consideration please email your resume and cover letter with salary requirements to HR@animalleague.org

Contact Information:

Claudia Laforest
HR@animalleague.org
16 Lewyt Street
Port Washington, NY 11050

Preferred Method of Contact: Email
Company: TruGreen Lawncare

Job Title: Residential Sales Representative

Position Status: Full time, Paid, salary + commission

Description: Residential Sales Rep (100677) Base Pay + Commission

Job Location: Wilmington, DE

If you’re independent, driven by performance, and looking for more than a job. We’re TruGreen, and as the nation’s largest and most comprehensive provider of lawn services, we have bigger opportunities for people like you.

We’re seeking Residential Sales Representatives, offering a guaranteed base plus commission to prospect and generate sales. This isn’t your ordinary sales job. With TruGreen, you’ll learn the essential skills to launch a successful career in sales, and backed by the ServiceMaster Family of Brands, have even bigger possibilities for your future.

Responsibilities:
• Sells programs and services to current and prospective customers through traveling around assigned territory.
• Conducts follow-up of leads and customer retention/service calls through means of telephone and person-to-person contact to identify customer needs.
• Develops customized solutions based on customer needs, using the TruGreen suite of lawn care products and services.

As a TruGreen Employee, you’ll enjoy:
• Guaranteed base plus commission
• Top performers earn $55K+ in the first year
• Paid vacation time and holidays
• Medical, dental, vision and prescription plans
• 401(k) with company matching

At TruGreen we value our employees just as much as our customers. The result? Almost forty years of careers centered around the people who matter most – You!

EOE/AA M/F/D/V

Preferred Major: Open to all majors and programs

Application Instructions: Please call or email to be setup with an interview.
Contact Information:

Star Harmon
starlandriaharmon@trugreenmail.com
1350 First State Blvd
Wilmington DE 19804

Preferred Method of Contact: Email
Company: Internet Connection, Inc

Job Title: Web Designer

Position Status: Full time

Description: We have and use our own in-house servers for the solutions we design. This provides a solid and standardized design and hosting solution for our websites, applications, backends, email services, etc.

We are looking for a full-time professional who is experienced in hand coding and design who wants to be involved in all aspects of the craft. We build and provide; cutting edge websites, database backends, eCommerce solutions, SEO services, etc.

Preferred but not Required:
Experience in hand coding web sites using HTML and CSS is absolutely required.
Knowledge of and the ability to implement current SEO practices.
Extensive experience with Photoshop.
Willing to work in a dynamic and creative office.
In possession of an understanding of what constitutes good web design.

Preferred skills:
Knowledge of HTML & Wordpress.

Preferred Major: Open to all majors and programs

Application Instructions: Salary is based on your level of experience and abilities. If you are interested in coming in and meeting with us, please send your cover letter, resume and portfolio to: opportunities@internetconnection.com

Contact Information:

Brent Stock
billing@internetconnection.net
600 Dover Rd
Suite 204
Easton MD 21601

Preferred Method of Contact: Email
Company: ESL101

Job Title: ESL Jobs, Teacher Blogs and Lesson Plans | ESL101.com | Your ESL Resource

Position Status: Full time

Description: ESL101: https://www.esl101.com/ is a free resource for students and graduates looking for ESL teaching jobs and information about the ESL industry.

Our job board is sortable by country, salary, student level and setting – ESL101 offers the most comprehensive and easy to use job board for ESL job seekers.

Find out what life as an English teacher is really like – check out blogs written by teachers currently working abroad: https://www.esl101.com/teacher-blog

Create a free teacher profile to join the ESL community: https://www.esl101.com/user/login.

You can upload pictures and information to your profile in order to be found by potential employers. Use your profile to connect with TESL/TEFL Providers, Recruiters and ESL Schools around the world.

Wondering where you can teach, where to travel, and how to get a visa to teach in your country of choice? Check out our informative articles: https://www.esl101.com/discover/discover-esl


Preferred Major: Open to all majors and programs, Early Care and Education Birth to Second Grade, Early Childhood Development, Early Childhood Studies, All Education Programs

Application Instructions: Log in and create your account on this link: https://www.esl101.com/user/login

Contact Information:

Ben Glickman
careers@esl101.com
Unit 101 - 12827 76th Avenue, Surrey, BC V3W 2V3, Canada

Preferred Method of Contact: Email
Company: DCANet

Job Title: Technical Support Specialist

Position Status: Part time, Paid

Description: Provide telephone and e-mail support to DCANet customers
Identify problems, troubleshoot and provide assistance to customers
Coordinate with and escalate to other Technical Support Group staff to resolve problems
Ensure customer satisfaction
Answer customer support and operator calls
Document calls via DCANet’s call-logging system
Alert senior staff to potential customer problems and system outages
Document changes made to customer equipment
Provide the DCANet billing department with necessary updates to customer accounts
Direct incoming sales calls to DCANet sales department
Develop an understanding of DCANet’s network and systems
Provide assistance in developing documentation on new programs and equipment
Perform other duties as assigned


Application Instructions: Please forward resume to e-mail address provided for consideration. Part-time hours available Monday through Friday from 8:00am to 4:30pm.

Contact Information:

David Duncan
davidd@dca.net
1204 West St
Wilmington, De 19801

Preferred Method of Contact: Email
Company: The Perfect Cup Cafe

Job Title: Cafe Associate

Position Status: Full time, Part time, Paid

Description: The new owners of The Perfect Cup Cafe in Hockessin are looking for people passionate about food, coffee, people and a healthy living. We serve a full breakfast and lunch menu and need people who can work in a fast-paced environment. You must want to provide the customer with the best service to exceed customer expectations.

Our team members work all café positions as needed: counter, cooking, coffee bar, etc. but desire new team members with kitchen/cooking skills.

Full time and part-time available. This is a DAY shift position and WEEKENDS are required. our cafe is open from 5:45am to 3pm.

Preferred Major: Baking and Pastry Skills Studies, Culinary Arts, Food Safety, Food Service Management, Kitchen Skills Studies, All Culinary Arts Programs

Application Instructions: Apply in person at The Perfect Cup Cafe at 7460 Lancaster Ave. Hockessin, De. 19707, or email: resume to pfakis@gmail.com, or fax resume to 302-234-1000

Contact Information:

Pat Fakis
pfakis@gmail.com
7460 Lancaster Pike, Suite C&D
Hockessin, De. 19707

Preferred Method of Contact: Email
Company: New Behavioral Network- Delaware

Job Title: Behavior Support Specialist

Position Status: Part time

Description: Behavior Support Specialists are needed to join our team as an in-home direct instructor in our Behavior Consultation Program. This position is a per-diem position. (Full-time and part-time hours are not guaranteed.)

As a per-diem Behavior Support Specialist you will:
• Experience implementing ABA strategies and techniques that help build our clients skills that make a difference in their lives.
• Implement behavior plans, designed by a Behavior Specialist, that will help direct the course of treatment and help our clients reach their goals.
• Learn about the best practice strategies to dealing with problem behaviors and supporting children with Autism
• Enjoy the flexibility of our per diem schedule which allows you to work as few or as many hours as you’d like

The Behavior Support Specialist is a per diem position that requires a dedicated, patient and compassionate individual. Experience working with children and adolescents with a developmental disability will help you be successful in this position. Our agency provides services in Sussex, New Castle, and Kent applicants from those areas are encouraged to apply.

New Behavioral Network is dedicated to providing services that offer a multi-disciplinary approach to in-home therapy, utilizing best-practice strategies that have a positive impact on our clients and their families. Our behavioral therapy Champions are the keystones of our superior therapy and patient’s progress with their compassionate approach and sensitivity to client needs.

The Behavior Consultation Program excels in providing in-home and in-school therapy to children with Autism, Sensory Integration Dysfunction, Language Process Deficits, behavioral challenges and a range of other developmental disabilities. Utilizing our ABA approach to therapy we are able to help our clients build social and life skills that reduce maladaptive behaviors and enable them to reach their full potential.

Join a team of Champions who drive our success through a caring approach with the best practice strategies. At New Behavioral Network we strive to make a lasting difference in the lives of our clients and their families and consistently reward you for your dedication, creativity and excellence.
REQUIREMENTS
• Bachelor’s degree in related field or equivalent experience
• 1-3 years Previous experience or familiarity with ABA therapy or developmental disabilities
• Experience working with adolescents and young adults who engage in various challenging behaviors such as aggression, self-injurious behavior, and property destruction.
• Ability to communicate effectively, demonstrate sound judgment, and utilize appropriate interventions as necessary
• Ability to work independently and make decisions with minimal direct supervision
• Current driver’s license with acceptable driving record as defined by agency policy, automobile insurance, and a vehicle for transport to and from client homes
• Satisfactory criminal background check as defined by agency policy

New Behavioral Network is a division of The NBN Group.

EEO Employer

Preferred Major: Drug Alcohol Counseling, Early Care and Education Birth to Second Grade, Early Childhood Development, Early Childhood Studies, Elementary Education, Health Information Management, Nursing, Occupational Therapy Assistant, Physical Therapist Assistant, Prac

Application Instructions: For more information, please visit us at: www.newbehavioralnetwork.com. **Click "CAREERS" Link at Bottom of Page** Apply for the Behavior Support Specialist by copying & pasting the following link into your browser: http://ch.tbe.taleo.net/CH08/ats/career

Contact Information:

Anna Conner
aconner@nbngroup.com
Anna Conner
New Behavioral Network
240 North James St
Suite 203
Newport, DE 19804

Preferred Method of Contact: Email
Company: Falls Road Animal Hospital

Job Title: Veterinary Technician

Position Status: Full time, Part time, Paid

Description: Falls Road Animal Hospital, www.fallsroad.com, is looking for Registered Veterinary Technicians. Voted Baltimore’s Best Veterinarians by City Paper readers’ poll, winner of the Daily Record’s Animal Health Care Hero award, we are the oldest 24-hour animal hospital in Baltimore, Maryland. We are distinguishable as the only 24-hour animal hospital in the area offering full service veterinary medicine, emergency medicine, boarding, daycare, pet taxi and supplies. What this means to you is that the continuous care offered by our veterinarians and staff is available to our patients whether they are sick at night, being spayed, neutered, or simply boarding and playing in daycare. We are open 24 hours, so at night you will not have to go through the awkward and very expensive process of referring our clients to a different emergency center to be monitored, only to have them referred back in the morning. Our infirm or elderly owners can have their dogs and cats picked up and delivered home safely by our pet taxi. You will appreciate it in ways unimagined, that when a patient unexpectedly returns for a visit on a day/night/weekend that you are off, your colleagues enthusiastically support them until you return. We have the latest in orthopedic, ultrasound, digital radiology, endoscopies, cardiology, ophthalmology and state of the art in-house labs and blood banks. We have a support staff of 120 dedicated individuals. Falls Road Animal Hospital 24 Hour Shock Trauma has strong working relationships within the Baltimore community. We develop leaders in our profession. Proudly, since our inception, we have trained over 1500 veterinarians, 3000 technicians, including many specialists and veterinary school department chairmen. We offer opportunities not available elsewhere. Through our very active training and mentoring, you will learn and thrive as a registered veterinary technician. Our top-rated exotics practice is busy. We are a local clinic that has a deep rooted commitment to humanity, and our efforts have made a difference locally and globally. You will be exposed to, and have the opportunity to participate in an array of adventures that are a direct result of our unparalleled relationships with Animals for Hollywood (who provides animals for about half of Hollywood production). A few of our noted global accomplishments are starting the first department of Small Animal Medicine in Beijing China, as well as working with The Mountain Gorilla Project in Rwanda. We are looking for experienced veterinary technicians who have completed an internship or 2 years in clinical practice, and that are kind, compassionate, and able to focus on their work while pursuing their individual passions. We support and encourage your individual projects. While our focus is on maintaining the pinnacle of service and care that we provide for our patients, you work schedule will not be egregious—one of the benefits of a large, multi-faceted practice. We fully appreciate the importance of your private life and help you celebrate it by offering you many opportunities to take your friends and family to Ravens and Orioles games or dinner on us.
You will be rewarded with a generous salary and bonus plus percentage. We offer Health, CE, scrubs, vacation, relocation fees, dues, and opportunity to spend time with the Mountain Gorillas in Africa. Send resume with cover letter to modian@fallsroad.com, or mail to 6314 Falls Road, Baltimore, MD 21209 Attn: Maureen.

**Preferred Major:** Veterinary Technology

**Application Instructions:** See job Description

**Contact Information:**

Barbara Keating
bkeating@fallsroad.com
Falls Road Animal Hospital
6314 Falls Road,
Baltimore, MD 21209

**Preferred Method of Contact:** Email
Company: The Peninsula Golf & Country Club

Job Title: Assistant Superintendent

Position Status: Full time

Description: Must be reliable, motivated, proactive, highly organized, efficient and detail oriented, and should be passionate about the golf course maintenance industry. Will work closely with the superintendent and other assistant in all aspects of golf course maintenance and projects. Must be a hard working individual that is willing to complete the hours necessary to ensure optimal playing conditions for our clientele. Must be able to work scheduled weekends and holidays as needed. Must obtain a Delaware pesticide applicators license. Should play or be familiar with the game & rules of golf. This is a 8 - 9 month seasonal salaried position with competitive pay and benefits with ValleyCrest Golf Course Maintenance.

Preferred Major: Landscape and Ornamental Horticulture, Turf Management, All Agriculture Programs

Application Instructions: Please email resume to aninneman@valleycrest.com

Contact Information:

Andrew Ninnemann
aninneman@valleycrest.com
32074 Maintenance Rd.
Millsboro, DE 19966

Preferred Method of Contact: Email
Company: Lewes Medical Office

Job Title: MA/CNA

Position Status: Full time, Paid

Description: Experienced MA/CNA for busy medical office. Positive personality, team worker. Must be able to multi task. EMR and medical terminology a must.

Preferred Major: Medical Assistant, Nursing

Application Instructions: Fax resume & references to 302-645-4505.

Contact Information:

Angie
302-645-6698 (Phone)
302-645-4505 (Fax)
dbillger@hotmail.com
P.O. Box 472, Lewes, DE 19958

Preferred Method of Contact: Fax
Company: Recruitment Alternatives, LLC

Job Title: Certified Occupational Therapy Assistant

Position Status: Full time, Part time, Paid

Description: Recruitment Alternatives is currently seeking 3 Certified Occupational Therapy Assistant to work in various skilled nursing / subacute centers in and around Philadelphia Pennsylvania. These are full time positions and salaries are competitive. For additional information or to apply, please contact Susan Judge at susanmjudge@yahoo.com or call 215-872-6105.

Preferred Major: Occupational Therapy Assistant

Application Instructions: To apply, please contact Susan Judge at susanmjudge@yahoo.com or call 215-872-6105

Contact Information:

Susan Judge
215-872-6105 (Phone)
susanmjudge@yahoo.com
Recruitment Alternatives, LLC
1403 Shirley Lane
Hilltown, PA 18927

Preferred Method of Contact: Phone
Company: Delaware State Parks

Job Title: Historical Interpreter

Position Status: Full time, Part time


Delaware Seashore State Park is seeking a creative and motivated person to help manage interpretive programs at the Indian River Life-Saving Station Museum.

Schedule is as follows: Part time schedule for May – September is 30+ hours per week including some weekend and evening hours. October – April is 20+ hours per week including weekend and evening hours.

Start Date: May 2013

Pay rate: $9.75 - $10.75/hour for qualified candidates.

This position has a flexible schedule that will include weekday, evenings, mandatory weekend hours and does not provide benefits such as vacation, sick leave, medical/dental insurance, or overtime pay.

*The State of Delaware is an Equal Opportunity/Affirmative Action Employer*

Responsibilities:

• Research, develop, schedule, and present interpretive programs involving the Indian River Life-Saving Station Museum and local maritime history
• Promote park programs by writing press releases and articles for the monthly email newsletter
• Assist and/or lead environmental education programs when needed
• Assist with training & scheduling of other educators & volunteers
• Organize, schedule, and present school group and scout programs
• Assist with gift shop and park office permit sales

Qualifications:

Required

• Bachelor’s degree (or working towards) in History, Museum Studies, or related field
• Minimum 1 year experience presenting interpretive programs
• Must be willing to work weekends and 1-2 nights per week
• Excellent written and oral communication skills
• Excellent customer service skills in a fast-paced environment
• Must have valid driver’s license with less than 6 points & be in good physical health

Preferred
• Experience with Past Perfect or other museum database software
• Knowledge of coastal ecology and the mid-Atlantic region
• Experience in marketing, advertising, or journalism
• NAI Certified Interpretive Guide or teaching experience
• Current First Aid/CPR certification

CLOSING DATE: when filled

To be considered for this position:

The DE State Parks seasonal employment application is available to pick up in person at any Delaware State Park office or you can print it out on-line at http://www.dnrec.delaware.gov/parks/Home/Pages/Employment.aspx.

Preferred Major: Open to all majors and programs, Social Science

Application Instructions: Please send resume, state application, and 2-3 references to:

Laura Baldwin
Site Manager
Indian River Life-Saving Station
laura.baldwin@state.de.us
Fax: 302-227-6438
25039 Coastal Highway
Rehoboth Beach, DE 19971

Contact Information:

Laura Baldwin
302-227-6991 (Phone)
laura.baldwin@state.de.us
Indian River Life-Saving Station
25039 Coastal Highway
Rehoboth Beach, DE 19971

Preferred Method of Contact: Phone
Company: The Car Clinic

Job Title: Mechanic

Position Status: Full time

Description: Apprentice/intern part-time to possible fulltime

Preferred Major: Automotive

Application Instructions: Apply in person bring resume and references

Salary will be discussed at interview

Contact Information:

John Lardear
302-421-9100 (Phone)
thecarclinic@comcast.net
The Car Clinic
59 Germay Drive
Wilmington DE 19804

Preferred Method of Contact: Phone
Company: Wisconsin Badger Camp

Job Title: multiple positions

Position Status: Paid, Unpaid

Description: Wisconsin Badger Camp is currently seeking energetic summer staff to work with people who have disabilities. There is no experience necessary. The residential camp serves individuals from the age of 3 to 93. Badger Camp offers a competitive salary package including room and board and the possibility of internships and college credits! The camp season begins May 31st and ends August 17th.

Positions include: Main camp counselors, lifeguards, music specialist, arts and crafts, nature specialist, camping/fishing specialist, nurses, dietician, kitchen staff and more.

Preferred Major: Open to all majors and programs

Application Instructions: For more information or an application call:

608-348-9689

E-Mail: wisbadgercamp@centurytel.net

Contact Information:

Melissa David
wisbadgercamp@centurytel.net
P.O. Box 723
Platteville, WI 53818

Preferred Method of Contact: Email