



Goldey-Beacom College

Human Resource Office • 4701 Limestone Road • Wilmington, Delaware 19808 • Fax: (302) 998-0539

STAFF POSITIONS AVAILABLE

Part-time Security Officer

Goldey-Beacom College is accepting applications for Part-time Security Officer positions. Shifts include day, evening, and overnight hours. Applicant must be 21 years of age or older and have a valid driver's license. Current Goldey-Beacom College students are ineligible for the position and need not apply. Training and uniforms are provided. Interested applicants should send letter of application, resume, and completed [GBC employment application](#) to Michael DiEleuterio, Coordinator of Security, Goldey-Beacom College, dieleum@gbc.edu or to the address above.

Receptionist

Goldey-Beacom College is accepting applications for a part-time Receptionist position. This position is immediately available and covers the morning hours, Monday through Friday. Responsibilities include answering the main College telephone, responding promptly to visitors, and assisting offices with clerical tasks. A pleasant, positive personality is a must. A high school diploma is required. Interested applicants should send a resume, letter of application, and a completed [GBC employment application](#) to Susan Mannering, Controller, Goldey-Beacom College, manners@gbc.edu, or to the address above.

GOLDEY-BEACOM COLLEGE IS AN EQUAL OPPORTUNITY EMPLOYER