



AN HONORS UNIVERSITY IN MARYLAND

March 25, 2010

Greetings to all UMBC Veterans' Affairs Students!

The Office of the Registrar is currently seeking two Veteran education benefited students to assist the Office of the Registrar's Veteran Educational Certification Department. This position requires a minimum of 10 hours work availability, not to exceed 20 hours per week.

Job duties include but are not limited to:

1. Customer Service
2. Website maintenance
3. Scheduling appointments
4. Benefit explanation & analysis
5. Database entry

There are three ways to apply for this position: email your resume to hcooper@umbc.edu, fax your resume to (410) 455 – 1141 or stop by the Office of the Registrar (Academic Services Building) and hand deliver your resume. We look forward to you being a part of our team!

For more information regarding the position, please contact Hans Cooper, Assistant Registrar, at (410) 455 – 1886, or via email at hcooper@umbc.edu.