

Office/
Administration

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JOB POSTING

Halton Hills Hydro Inc. is a community focused electric distribution utility servicing the Town of Halton Hills. We are currently seeking a dynamic, highly motivated individual to fill the position of Customer Care Representative. This position reports to the Customer Care Supervisor and is responsible for handling incoming customer inquiries, collecting outstanding invoices, the review of charges for all services billed, and providing excellent customer service. The applicant will have demonstrated the following qualifications, which are essential to this position:

SKILLS AND QUALIFICATIONS

- College diploma in business and/or experience in the electric utility industry (equivalent to college graduation);
- Excellent communication skills (both verbal and written), with best in class customer service;
- High attention to detail; high level of accuracy; superior listening skills;
- Ability to work in a fast paced environment with minimal supervision; in order to meet strict deadlines; must cope well under pressure;
- Strong organizational skills; reliable with a professional manner;
- Above average computer skills (Microsoft Office Suite) (AS400)

DUTIES AND ACCOUNTABILITIES

- Handle all incoming customer inquiries (via telephone, website and in person);
- Monitor delinquent accounts and follow OEB regulations and LEAP;
- Notify Region, Collection Bureau and Social Assistance agencies when necessary;
- Monitor budget accounts, review, adjust and notify customer by letter at least two times a year;
- Process and complete bankruptcy documents;
- Log into phone queue and ensure appropriate staff available during office hours;
- Train and support of new representatives;
- Run various reports and other duties as assigned.

This is a Union position and will be paid in accordance with the Collective Agreement with a comprehensive benefit package. Resumes should be forwarded, in confidence to:

hr@haltonhillshydro.com

Closing Date: Friday October 4th, 2013; 4:00 p.m. EST

Professional

Professional

Professional

Salon & Spa



Purity life Health Products LP is Canada's leading distributor of natural health products. We have developed our industry through outstanding innovation, a true commitment to excellence and the belief in empowering people to create well-being in their lives. We have a career opportunities as a Night Shift Material Handler (9:30 pm to 6:00 am) and a Day Shift Order Picker (7:30 am to 4:00 pm). These positions are located in our Acton operations.

As a dynamic industry leader in the field of natural health care we offer a great compensation package along with advancement opportunities to the right candidate.

The successful candidate will be responsible for:

MATERIAL HANDLER RESPONSIBILITIES

- Uses RF scanner to determine materials to be moved or restocked;
- Move products from receiving and overstock locations to designated pick location
- Loads and unloads materials
- Operates reach truck and order picker truck to assist in loading or moving materials
- Assembles customer orders from stock

ORDER PICKER RESPONSIBILITIES

- Fill requisitions, work orders, or requests for products.
- Assemble customer orders from stock and packs for transportation.
- Organize warehouse and work area for orderliness at all times.
- Oversee and participate in the shipping, receiving, organizing, storing and issuing of goods including supplies, equipment for the purpose of assuring shipments are prepared for delivery and delivered in a timely manner.
- Participates in physical inventories for the purpose of verifying stock and identifying losses.

QUALIFICATIONS

- Accurate mathematic skills;
- Experience with RF scanner; Attention to detail;
- Reach Truck and Order Picker Truck Certification (will train);
- Ability to work with little direction and within a team environment;
- Able to lift a minimum of 50 pounds

Please submit your application to Brian Zabel
brianz@puritylife.com or fax 519-853-0927

TO BOOK YOUR AD CALL 1-855-415-8237

Sales Opportunities

Sales Opportunities

Real Estate Salesperson CAREER OPPORTUNITY

We are looking for a self-starter who understands the importance of working within a team environment.

You should have the ability to connect with people and strong prospecting skills. Prior success developing a client-based business is an asset.

You should have exceptional listening skills, the determination to build a personal business base over time, and the desire and drive to earn a high-level executive income.

Must have at least high school equivalency and the ability to excel at college level courses.

New to the business and established sales people should forward CONFIDENTIAL RESUMES and enquiries to:

fpoulstrup@johnsonassociates.ca

Johnson Associates

REAL ESTATE LTD., BROKERAGE

Sales Trainee / Inside
Sales Representative

Impact Technical Products is growing and has an immediate opening for a full time Sales Trainee / Inside Sales Representative. Excellent communication skills and customer service experience is preferred. Electrical and Data Networking experience or a Technology degree would be an asset. Attractive compensation and benefits will be offered to the successful candidate. Submit your resume to:

careers@impacttechnicalproducts.com

or Fax: 905-813-0075



Veterinary Help

VETERINARY ASSISTANT/ RECEPTIONIST

Excellent communication & interpersonal skills required.

FT/PT position avail.

Fax/email resume/cover letter to

Churchill Meadows Animal Hospital

905-608-8605

info@churchillmeadowsvets.com

Landscaping, Lawn Care, Supplies

LAWN CUTTING, Garbage/Junk Removal, House, Garage, Basement Clean-Outs Lawn and Garden Work, Eave-trough Cleaning, Minor/General Repairs fully Insured Ray's Property Services since 1994 905-877-7774 or 905-703-0243 Cell www.rayspropertyservices.ca



part time position for EVENINGS and SATURDAYS RECEPTIONIST / CASHIER

Apply to: CONCEPT FORD INC.

361 Guelph Street, Georgetown

Fax: 905-873-3309

careers@conceptford.com

Waterproofing

Waterproofing



Hummingbird

BASEMENT WATERPROOFING

20 years experience

WE FIX WET BASEMENTS!

25 year guarantee Inside or outside
24 hour service • Free Estimates

VISA

905-781-7013

MasterCard

GARAGE SALES

GIANT LIQUIDATION SALE

ROYAL CANADIAN LEGION
21 CHARLES STREET, MILTON
Sunday Morning Sept 29th. Open 9.15am to 2.p.m

PARTIAL LIST: Truck Load Of Merchandise Save 75%- 90%.
DOOR CRASHER PARTIAL LIST: Dehumidifier \$389 Now \$125. LCD TVs Up To 40", Vacuum \$199 Now \$63, Wallets From \$5, Cookware \$499 Now \$145, Watches \$69 Now \$5, Panini Machine \$99 Now \$30, Hamilton Beach Deep Frier /Crock Pot Blender Processor Etc From \$15, Sheet Set \$25, Tasimo Coffee Machine \$119 Now \$45 Comforters \$89 Now \$35, Sound Bar \$119 Now \$45, Lenox Tool Bits From \$3 To \$20, Microwave \$35, Baby Items \$2. Hair Straightener \$200 Now \$35, Hand Bags \$49 Now \$19, Xmas Items From \$1. As Seen On Tv From \$1. Good Variety Of Home Décor From \$5, Books R Us From Education To Home Renos, From \$1

MARKHAM LIQUIDATIONS 905-640-7767
More Door Crashers Visit: WWW.BARGAINBUYS.CA
PAYMENTS: CASH ONLY

HUGE BOOK SALE

Saturday September 28th
269 BARBER DRIVE
(East of Mountainview)
8:00 am - 4:00 pm

kids books, included those for ages 6-8 and 9-12, reference, activities and story time. Adult books including romance, scifi and Harlequin mysteries

Garage Sale

Saturday Sept. 28th
7:00am- 1:00pm
192 Acton Blvd.
(Division Street/ Acton Blvd.)
Small TV, PS1, PS2, several games.
Paintball gun + accessories.
Light fixture and Door knobs.

GARAGE SALE

Saturday September 28th
8am - 12pm
14 Goldham Way (Mountainview/Danby)
Household items, furniture, sports
items. Kids-toys/ games/ dvds/ books
*****Super low prices*****
Rain date, Saturday October 5th

GARAGE SALE

Saturday, September 28th
41 Shelley St.
8a.m.-1pm
Furniture, books, household
items and lots more.

GARAGE SALE

Saturday, September 28th,
8a.m.
80 Stevens Cres
Books, electronics, furniture,
toys, etc.

Downsizing large country home

Sat Sept 28th 8am start
11336 17 Side Rd. Georgetown
Household items, Christmas decor, home
decor, furniture, pictures, jewellery,
Antiques and more. If it rains, items will
be available in triple size garage

Multi Family Garage Sale

Sat Sept 28th 7:30am-12noon
51 Robinson Rd.
(Argyll/ Robinson Georgetown South)
Toys, Bikes, books, furniture, ping-pong
table, housewares, good condition, TV's
Priced to sell

GARAGE SALE

Saturday, September 28th,
8a.m.-2p.m.
91 Wildwood Rd. (near 8th Line)
Furniture, household items,
sports equipment, tools.
Something for everyone!

GIGANTIC MOVING SALE

Saturday, Sept. 28th,
& Sunday Sept. 29th
8am to 5pm
2 Jessop Drive & Delrex
Low Fair Prices!

GARAGE SALE

SAT. SEPT. 28TH
8AM - 1PM
14 Corey Circle
Patio set & outdoor items
Kids stuff & holdhold items.

YARD SALE

15307 Argyll Road
(Georgetown South)
Sunday September 29TH, 8am-2pm
Hair Salon Equipment and Things,
Houseware, Car Items, Clothing.
Everything Must GO.

GARAGE SALE

SATURDAY SEPT. 28th
8am - 4pm
1 Appelbe Court,
Georgetown
Everything must go.

HUGE GARAGE SALE

Sat., Sept. 28th, 8am-Noon
20 Thompson Drive
Georgetown (Stewartown)
*Brand name clothing, tools,
wood & craft supplies, furniture,
Boflex + much more!*

Garage Sale

Sat Sept 28th 8am-11:30am
16 Fagan Drive L7G 4P3
(Guelph/ Delrex)
Table saw, young mans clothing, boys
BMX bike, scroll saw, new mens goalie
pads, household items.

MOVING/DOWN SIZING SALE

Saturday, September 28th, 8a.m.-12noon
18 Black Creek Cr., Stewarttown
(Trafalgar Rd and 15th Sideroad)
2 Lazy Boy loveseats, small dressers (2),
ladies S-M leather jackets, coffee/end
tables, and many household items.
Rain or shine.

GARAGE SALE

44 Baylor Cres.
Saturday, September 28th,
8a.m.-12noon
Retiring teacher and
empty nester.
Something for everyone!



Having A Garage Sale?

Call 1-855-415-8237
Fax: 1-855-515-4991
haltonhillsclassads@metroland.com
THE INDEPENDENT
& FREE PRESS