

505 careers professionals

Ontario Early Years Centre

- PARENT EDUCATOR -

Responsible for designing, developing and implementing a comprehensive Parent Education Program for the Ontario Early Years Centre in Burlington. Reporting to the Executive Director, the Parent Educator is responsible for: Developing, implementing and supporting the parent help line and resource library; Facilitating parent groups and workshops; Providing support and counselling to families with parenting concerns.

Qualifications: Post secondary education in a related field, a min. of 3 years post-graduate experience working with children and families; Demonstrated group facilitation and presentation skills; Knowledge of early childhood development and parenting; Valid driver's lic. and access to a vehicle essential.

- E.C.E. -

Qualifications: Diploma in Early Childhood Education from a recognized college or acceptable equivalent and min. of 3 years experience working with children and families; Knowledge of early child development and parenting demonstrated group facilitation and presentation skills; Valid driver's lic. Access to a vehicle essential.

- E.C.E. ASSISTANT -

Responsible for assisting the E.C.E. in organizing and leading specific activities in the program; Provide on-going supervision of children in the play areas, and nursery during programs; Assist in the physical set-up and clean-up of programs. **Education:** Secondary school graduation diploma. Related courses in child care development would be necessary. Experience: Min. of 3 years related experience working with children. Must possess strong interpersonal and communication skills.

Please submit resume, stating position of interest and including salary expectations, by March 21/02, to: Attention, Executive Director, 5353 Lakeshore Rd. E., Burlington, ON L7L 5C8. Fax: 905-632-0665

We thank all applicants for their interest, but regret only those selection for interview will be contacted

510 general help wanted

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Shred-it

DOCUMENT DESTRUCTION. DONE RIGHT. ON SITE.

MAINTENANCE MECHANIC AFTERNOON SHIFT

Shred-It is the world's leading on-site, mobile paper shredding and recycling company. With 90 offices in 10 countries, we secure and destroy the confidential information for over 80,000 clients and growing.

Be part of a winning team! We have an immediate opening for Truck/coach (class T) licensed Mechanic looking for a career opportunity that will offer challenge and growth.

- We require an experienced reliable mechanic to service and maintain our fleet at our location.
- You must present an up to date MTO abstract report.
- You will require a minimum two years class T experience.
- Knowledge of Hydraulic systems will be an asset.
- You must be dependable.

Interested applicants are asked to forward their resumes by mail or fax to:

General Manager, Shred-It
2794 South Sheridan Way, Oakville, Ontario L6J 7T4
Fax (905) 829-9206

THE ORIGINAL GARDEN CENTRE
hiring for our upcoming Spring Season

- DRIVER/MECHANIC
- SHIPPER/RECEIVER
- LOADERS
- SALES STAFF
- OFFICE HELP

Send or fax resume to:
1194 Dundas St. E., Oakville, ON. L6H 7E4
call 905-257-2577, fax: 905-257-0625

LANDSCAPE PERSONNEL

Required for well established landscape firm. We require experienced individuals for the following:

- Landscape Forepersons & Labourers
- Landscape Stone Masons
- Landscape Equip. Operators with AZ Lic.
- Landscape Maintenance Forepersons
- Landscape Maintenance Labourers

Please send or fax resume or letter of application to:
Aldershot Landscape Contractors
166 Platt Road, Burlington, ON L7R 3X5
Fax 905-689-5172 No Phone Calls Please

CONTRACTED Rural Route Carrier

Tuesday & Friday delivery in Milton.
Inserting of flyers a requirement.
Pick up of product at warehouse in Burlington.

Call Lisa (905) 878-5947
email:
scrozler@haltonsearch.com

The Champion

Assembly Technician-F/T

Burlington manufacturing has openings for F/T cable assemblers. Duties include: cutting & stripping wire, crimping & soldering contacts, reading drawings & schematics. Previous experience essential. Familiarity with an ISO setting an asset. Combination of skills, education and experience will be considered.

Send resumes to fax: 905-634-4814
E-mail: Elaine@bhccable.com
Closing Date: March 15th.

Only applicants who are chosen for an interview will be contacted. No phone calls please.

LOWVILLE GOLF CLUB

Requires the following staff for the 2002 season

- Bar/Service Manager
- Bar/Service Staff
- Cooks
- Greenskeeping Staff
- Starters/ Marshals
- Beverage Cart Staff

Fax resume to: 905-335-6311 or apply in person
Sat. March 9th 10am-2pm or
Sat. March 16th 10am-2pm

Burlington Post CARRIERS for

Stratheden Dr. Newbold
First St. Green St.
Pepper St. St. Paul St.
Cornick Dr. Wagner Cr.
Sharon St/Woodward Ave.
Falcon Eagle
Shepherds Cedar
King Rd. Sandcherry Ln
Kingsway/Deborah Partridge
Danforth Pl. Danforth Ave.

Call Circulation Department at 905-632-0588

Legal Office Assistant

- Certified Course
- Computerized
- March Classes
- Placement Assistance

HALTON BUSINESS INSTITUTE
905 • 637 • 3415

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Fax (905) 829-9206

COSTCO
See us at the
Halton Job Fair
March 19
at the
Burlington
Convention
Centre

Sheridan College
See us at the
Job fair
Tues. March 19
Burlington
Convention Centre

KELLY SERVICES
Visit us at the
Halton Job & Career Fair
on Tues
March 19/02
at the
Burlington
Convention
Centre
Free admission

"CHICKS With Mops"
Residential cleaning service needs team members. Part/full-time. Car/ references required. No sub-contractors please. \$10-\$12.00/hour 905-466-8799.

WANTED: Store & Counter Help

Apply in person: 699 Guelph Line Burlington

Students/Grads \$18.05 Base/Appt

New office needs 37 people, PT/FT. CUSTOMER SALES/ SERVICE

No exp. needed- will train. Conditions apply. 905-842-8045

Automotive Detailer

Fast paced body shop needs self-motivated Detailer. must be a team player. Valid drivers license required. good wages and benefits.

Call 905-689-9812

ARE You Connected?
Learn how to earn online income! www.homemoney maker.ca

F/T Mover/Logistics Manager

required for Piano House Burlington. Qualifications needed: self starter, clean abstract and able to lift pianos. Compensation based on qualification.

Please fax resume to: 905-631-1929

TAYLOR Moving & Storage Ltd. requires Move Management Assistant in our Burlington head office. Duties include: calling our corporate clients, working with operations/ sales team, Knowledge of Word Perfect Telelogic Program required. Mon-Fri. no weekends Email resume: russ@taylormoving.com Fax 905-632-8130.

505 careers professionals

HEALTH AND SAFETY SALES EXECUTIVE

SafetyCare Inc. is an international company which produces and distributes its own range of Safety Training Videotapes and Manuals. Working out of our Burlington office, we provide companies throughout Canada with quality aids to help train their staff in health and safety.

We are looking to add one more sales person to our successful team. The position involves selling our products to existing customers as well as developing new business. All the sales activity is done over the phone. The person we are looking for does not need specific qualifications, but rather should be able to demonstrate a stable history with a personal or business background that indicates persistence and determination.

We offer a basic salary, plus commissions and health benefits, with potential first year earnings of \$30,000- \$40,000.

If this position interests you, please call: Ed Asman at SAFETYCARE INC. (905)631-6070

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THE CICCARELLI GROUP

Due to rapid growth, The Ciccarella Group will be opening a second location in Oakville. We will require experienced personnel to join our team in the following areas:

- Landscape Maintenance Crew Leaders
- Landscape Maintenance Labour

We Offer:
Excellent wages, health benefits, year round work.

Please forward resume to:
807 Gamer Road East Ancaster, Ontario L0G 3X9
or fax (905)648-9677

Children's Programmer
(4-6 hours per week)

The Oakville Public Library is seeking a Children's Programmer to plan and implement programs for preschoolers and their parents. You are a creative individual possessing an ECE or equivalent and are able to work flexible hours including evenings and weekends.

Interested applicants are encouraged to submit a resume by March 15 2002 to:

Linda Forrest, Manager, Human Resources
120 Mary Street
Oakville, ON L6J 2Z4
resume@opl.on.ca
Fax: 905-815-2024

OAKVILLE PUBLIC LIBRARY

CONSTRUCTION HANDYMAN

Responsible, self-directed person needed to maintain model homes and sales centres in good repair and working order across the GTA. Must possess multi-purpose construction and finishing (dry-wall, trim, paint) skills and take pride in workmanship. Previous handyman experience a must.

Please forward resumes to 905-829-4836

MATTAMY
BUILDERS OF THE YEAR

515 skilled & technical help

515 skilled & technical help

MILTON TOYOTA

Milton Toyota and Gorrud's Auto Group are looking for an experienced Vehicle Detailer for a fast paced new and used vehicle department. Rust proofing experience and asset.

Wage subject to experience.

Send applications to Ralph Hall at 400 Steeles Avenue, Milton, Ontario L9T 1Y4 or call 905-875-1700.

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525 office-clerical

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XTRA QUALITY

a stand alone heavy duty truck repair & body shop requires an

ACCOUNTANT

currently enrolled in the third level of a recognized accounting program. At least 2 years practical experience necessary.

Working closely with the President, duties will include financial statement preparation, daily cash flow forecasts, bank and G/L reconciliation.

XQT Quality Truck centre Inc. offers a competitive salary and an excellent benefits package.

Interested applicants can mail their resume to: Rick Howitt, 8050 Lawson Rd., Milton, L9T 5C4 Fax 905-876-1719, email: rhowitt@xqtcr.com

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BOOKKEEPER

Required immediately for Property Management Company in Milton. Experience in Newstar/ Realm Computer Software Management Systems desirable.

Please reply to Box # 3021
c/o The Canadian Champion,
191 Main Street, Milton, Ontario L9T 4N9

530 sales help & agents

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Great Opportunity Inside Telephone Sales

we are currently accepting applications for an inside telephone sales position: Print Advertising

We are a large and well known corporation with excellent opportunities. Full or part-time positions will be considered, depending on your schedule, working out of our Burlington office. This position requires an individual with the following characteristics and qualifications:

- Highly self-motivated.
- Strong initiative requiring little direction.
- Creative with a willingness to invent revenue creating ideas and projects on a daily basis.
- Excellent planning and time management skills.
- Self-confidence and excellent phone skills.
- You want to be the author of your own success story.

Good compensation including salary and commission plus bonus. Monday thru Friday with flexible hours. Your weekends are your own. Some customer service/sales experience is required. Send your Resume to:

Telephone Sales Position
Box 1899 c/o Burlington Post
2321 Fairview St
Burlington, Ontario, L7R-2E3

510 general help wanted

510 general help wanted

DOG Trainer

teach group obedience in Oakville area. 1 year professional experience required. 1-888-628-9314

511 retail opportunities

BAY Portrait Studio: Burlington, requires self-reliant sales person for in-store promo. Must be enthusiastic and confident. Join our team! 416-706-1359

514 salon & spa help

FULL-TIME Hairstylist and experienced Esthetician and mature receptionist required for busy Salon. Benefits included. 905-681-0663

515 skilled & technical help

BILINGUAL Desktop Operator. Part-time/ Fulltime. Excellent French a must. Experience in PageMaker and Word. Fax resume: 905-639-0328 or e-mail: nccu@nas.net

QUALITY Inspector: Automotive. Experienced in OS 9000. Able to work independently and in a team structure. Fax resume to 905-829-3662

525 office-clerical

LEGAL SECRETARY

F/T. Experienced in Real Estate, Interview & Conveyancing for busy legal office. Fax or email to: Brechin & Huttman FAX: 905-333-4298 or EMAIL gbrechin@bhhlaw.net

BURLINGTON Law Firm requires part-time Receptionist/ Administrative Assistant. Mail resume to: Burlington Post, Box 1901, 2321 Fairview Street, Burlington, ON L7R 2E3

SMALL, busy Real Estate office requires professional secretary, good telephone & computer skills. Real Estate office experience preferred. Approx. 2 days/week, 9-5pm, can be flexible. Non-smoker. CB Anell Francis Real Estate. Call Nancy or Anell (905)849-9800 or fax resume: (905)849-0089

530 sales help & agents

MARKETING - I need someone to learn my business. Need leadership ability/ desire for above average income. Nestor ext.78. 905-681-5515

OUTSIDE SALES POSITION

part/full time, with local printing company. Training provided for a highly motivated individual. Base + commission. Car required. Fax: 905-335-2032 or email: pat@mmpburl.com

UPBEAT, friendly and cheerful inside Sales Rep. needed. Sales experience required. Must enjoy talking on the phone. \$10/hr. plus commission, full-time days, permanent. Call Michele at Sandtronic Automation, 905-827-8230

535 hospital, medical, dental

Medical Receptionist

required fulltime for Oakville X-Ray clinic. Will train. Competitive rate. medical benefits, L.T.D. Fax resume to: 905-572-6860

ARE you a Certified Dental Assistant with great communication skills? Would you like to be part of a positive, progressive dental practice in Oakville? For this fulltime opportunity, fax your resume in confidence to: 905-842-6296

PART-TIME experienced delivery person for West Burlington Pharmacy. Must be bondable, neat with friendly personality. Knowledge of city an asset. Reply to Box #1896, Burlington Post, 2321 Fairview Street, Burlington, L7R 2E3

EXPERIENCED Optometric Assistant/ Receptionist required full-time for busy office. Please respond to P.O. Box 1025, Watertown, L0R 2H0

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OUTSIDE SALES POSITION

part/full time, with local printing company. Training provided for a highly motivated individual. Base + commission. Car required. Fax: 905-335-2032 or email: pat@mmpburl.com

UPBEAT, friendly and cheerful inside Sales Rep. needed. Sales experience required. Must enjoy talking on the phone. \$10/hr. plus commission, full-time days, permanent. Call Michele at Sandtronic Automation, 905-827-8230

535 hospital, medical, dental

Medical Receptionist

required fulltime for Oakville X-Ray clinic. Will train. Competitive rate. medical benefits, L.T.D. Fax resume to: 905-572-6860

ARE you a Certified Dental Assistant with great communication skills? Would you like to be part of a positive, progressive dental practice in Oakville? For this fulltime opportunity, fax your resume in confidence to: 905-842-6296

PART-TIME experienced delivery person for West Burlington Pharmacy. Must be bondable, neat with friendly personality. Knowledge of city an asset. Reply to Box #1896, Burlington Post, 2321 Fairview Street, Burlington, L7R 2E3

EXPERIENCED Optometric Assistant/ Receptionist required full-time for busy office. Please respond to P.O. Box 1025, Watertown, L0R 2H0

530 sales help & agents

MARKETING - I need someone to learn my business. Need leadership ability/ desire for above average income. Nestor ext.78. 905-681-5515

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