

Employment Opportunities

JOB TRAINING

ENROL NOW

- Micro Computers
- MS Office
- Simply Acctg
- Office Administration
- Medical/Legal Assistant
- Dental Receptionist
- Police Foundations

MOUS Certification

HALTON BUSINESS INSTITUTE
(905) 637-3415

460 Brant St., Burlington • www.hbcollege.com
Registered Ministry of Education and Training (1982)

Wanted

A Few Good Nurses for our Visiting Nursing Program

- Oakville, Milton, Georgetown and Acton

DESCRIPTION:

- full-time, part-time positions available – no nights
- flexible work schedules to blend home, school, and family
- attractive wage and benefit packages
- company car and other incentives
- comprehensive paid orientation and field placement to meet your needs and skill level
- qualifications: current R.N., R.P.N. licence, practice experience is an asset

If found, please turn in by March 28, to:

Human Resources
SEN Community Health Care
Cathedral Square
698 King Street West
Hamilton, Ontario L8P 1C7
Fax: (905) 522-6918

REWARD:
Great nursing jobs in community nursing

Nursing at its best!

Sodexo Marriott SERVICES

Sodexo Marriott Services is presently recruiting for the following positions for the Halton Regional Municipality Offices cafeteria in Oakville

- *Lead Cook
- *Cashier

- *Catering Person
- *General Cafeteria Help

Please fax your resume to 905-632-4463
Attention: Mr. R. Gendron
No phone calls please
(Only applicants selected for an interview will be contacted)

Shred-it

We have 86 offices in 10 countries, servicing over 75,000 clients and growing. By 2005, we plan on having 300 branches located in 50 countries, servicing 500,000 clients. Shred-it is the worldwide industry leader in on-site, mobile document destruction. We are seeking results oriented and proven experienced candidates for the following career opportunities:

SENIOR ACCOUNTS PAYABLE ADMINISTRATOR:

Supervision of accounts payable function and monitoring cash flow management to ensure efficiencies. (ref.#SAP)

ACCOUNTS RECEIVABLE CLERICAL:

Processes and maintains corporate accounts receivable and prepares accounts receivable aging and productivity reports (ref.#AR)

BRANCH ACCOUNTANT:

Preparation of timely and accurate financial statements to support a group of corporate branch offices ensuring that fixed assets are safeguarded and the financial statements are fairly represented (ref.#BA)

INTERNAL AUDITOR, FINANCIAL SERVICES:

Conducts compliance and internal control audits, provides analyses, evaluations & recommendations of financial and operational records & controls (ref.#1A)

We are an equal opportunity employer.

These are exciting career opportunities with an innovative and enterprising company. Please forward resumes, quoting references #, by Friday, April 6, 2001 to:

HR@Shredit.com

Please note only those considered for an interview will be contacted. No phone calls. No agencies.

TRADES

Graham Packaging Canada Limited, is seeking an
• Ontario Certified Industrial Electrician - 1
• Licensed Millwright - 1

for its Burlington facility. Duties include troubleshooting problems on various types plastic process machines and related equipment. Our seven day continuous shift operation, offers a competitive hourly rate, comprehensive benefits package and the opportunity to apply your technically advanced skills with one of the world's premier manufacturer of custom-made blow moulded plastic containers. Please apply in confidence to:

GRAHAM PACKAGING CANADA LIMITED
4041 North Service Rd., Burlington, ON L7L 4X6
E-mail: brian.resch@grahampackaging.com

RENOVATIONS PLUS

NOW HIRING - FULL-TIME
LONG TERM EMPLOYEES

Must be capable of:

Full basement apartment conversion.

Must be experienced in all the following:
Good tapper, Framing, plumbing, drywall, painting.

Must have own transportation, Drivers Lic, and 10 years verifiable experience.

Start immediately

Call (905)-847-0619

EXPERIENCED RECEPTIONIST

Property Management Company/
Commercial Developer

An experienced, Front Line Receptionist to work in a very fast paced environment. Must be able to multi-task effectively, handle switchboard & two-way radio communications, & provide excellent customer service. Meridian Consol switchboard, Microsoft Access, Excel & Windows 98 applications a must. Apply in writing to Mr. R. Reimer, Sr.

REIMER CONSTRUCTION LIMITED

1100 Burloak Drive, Burlington, ON L7L 6B2 or
fax 905-332-6066

TV/FILM AUDITIONS ACTORS WANTED

Adults & Kids (2 & Up) needed for
TV & Film Assignments.

No fees, No Courses.

Call (416) 221-3829

500 career training

TRAINING position- start immediately. 16-Wk Live-in program. Minimum 18-yr. Exposure to all aspects of Veterinary Hospital. Must be motivated with a love for animals. Fax resume to: Esther, (905)844-7351

NO Feel Career Explorations is a 3-Week Course designed to help you plan your career. Funded by HRDC. For information/ to register call Grace (905) 333-3499/ (905)878-1240

505 careers

OPPORTUNITY

The Canadian Government offers a grant (CESG) of up to \$400. per year per child to help parents save for their children's post-secondary education. We are hiring representatives for the Heritage Scholarship Trust Plan (RESP) in your area. Leads & marketing support. **Excellent compensation.**

Call: J.F. Nehme, 905-678-2878, fax 905-844-1699
Distributed by Canadian American Financial Corp. (Canada) Ltd

FINANCIAL PLANNING ASSISTANT. Investment firm specializing in retirement planning. Seeking a proactive, career-oriented, team-player with proven computer, client service, administrative support experience in the financial industry. Industry education an asset. Fax/email: attn: Stephanie Grylls, Peter Watson Investments 905-842-2103, mail@pwinvest.com

510 general help wanted

DEMONSTRATOR wanted for home decor product in your local hardware store. \$10/hr. Weekends only. Telephone /Fax: (905)632-5321

510 general help wanted

DRIVER

FT or P/T. With G Lic. Able to drive std. & auto transmission. Able to lift 50 lbs. Must have good driving record. Will consider car & driver for local deliveries in Oakville & Burlington
Call: John Bloom 845-2118
Halton Auto Electric

RELIEF Superintendent required for luxury Burlington condominium. Duties include: General cleaning, minor maintenance and administrative duties. Days/ Saturdays/ Sundays with some flexibility. Please fax all resumes to Wilson Blanchard management 905-540-4450, Attention: CM

LANDSCAPER wanted, experienced in construction and maintenance. Good wages for the right person. Fax resume and driving abstract to: 634-3411.

WEEDMAN requires Lawn Care Technicians. Full training provided. Driver's abstract required. Apply in person: Unit 5 2400 Wyecroft Rd, Oakville or call 905-827-1441 or fax (905)-827-1499.

BOBCAT Operator needed for progressive landscape company. Minimum 5 years exper. Wages commensurate. Call 905-639-7292

DIRECTOR of CARE: Christopher Court/Terrace PT/ FT, flexible hours. Management experience in LTC/Retirement home setting preferred. Exceptional people and assessment skills a must. Great place to work and feel part of our caring community. Please fax resume: General Manager (905)-639-9171.

LANDSCAPING company in Oakville requires experienced personnel for construction/ maintenance. Various positions available including long-term. Competitive wages. Preference given to those with experience operating equipment, attention to detail w/own transportation. Fax resume: (905)560-8203.

SUPERINTENDENT COUPLE for luxury Oakville highrise. Good maintenance & cleaning skills necessary. Must be friendly with experience. Apartment & benefits included. Fax resume to: (905)815-1627 or call (905)815-1628

HEIDI'S Flowers & Plants. has part time position available. Some experience required. Call 842-6761

LAW CLERK, Residential Real Estate: required by Mississauga/Oakville Law Firm. Minimum 3 years experience with knowledge of Conveyancer and Teranel. Salary commensurate with experience. Send resumes: Fax (905)-829-2903 or e-mail gdiab@diabecocismo.ca

Large, busy flooring store requires
F/T Sales Associates & P/T Shipper
Some evgs & wknds. Related exp. required. Apply in person with resume, Attn: Bobbi, 4060 Fairview, #2, Burl

MAINTENANCE Foreperson. Must have minimum 2 years experience in all aspects of landscape maintenance. Good interpersonal skills required. Pay commensurate with experience. Please call (905)-639-7292.

VEHICLE CLEAN-UP person required for busy Ford Lincoln Dealership. Person required to clean service department, customer vehicles. Apply by fax to 905-632-1876 Attn: Service Manager

WORK Monday-Friday, no nights, no weekends. Looking for better hours? Join the Molly Maid team of housecleaning professionals. Great incentives. Transportation provided. 905-681-7484

CAR & Truck Rental Jockey-Oakville. Full-time. Clean driving abstract. Must be punctual. Call 905-337-9373.

510 general help wanted

VALUE VILLAGE

Full time positions available. Starting wage \$7.75/ hr. Excellent benefits. Please apply 2340 Fairview St. Burlington. Please, no phone calls. Fax (905)631-6894

DEERFIELD GOLF CLUB

HIRING FT & PT

- ★ Cooks
 - ★ Waitstaff
 - ★ Dishwashers
 - ★ Greens Staff
 - ★ Cleaner
 - ★ Gardener
- Bronte Rd/QEW
Lynn: (905)847-5555

LANDSCAPE help required in the Oakville area. Call Albert at 905-337-0855

DEMONSTRATORS wanted for Sushi company. Mississauga, Woodbridge, Burlington. \$9.25 to start. Please call Dave 416-535-9933 or fax 416-535-4995

SHOPPERS DRUG MART

in Oakville Place requires **F/T DISPENSARY ASSISTANT**
Experience required
Fax resumes to 905-842-3732
attn: Arthur Cheung

SUPERINTENDENT COUPLE required for downtown Burlington residential highrise. Live-in experience necessary. Fax resume: (905)849-9520

JUBILEE Fruit Market, downtown Oakville, has immediate openings for full time, mature, produce clerks. Please apply in person with resume to: Katherine or Don, 104 Allen St. (corner of Lake-shore and Allen), Oakville.

RICHVIEW GOLF & COUNTRY CLUB

- All kitchen positions
 - Banquet staff
 - Beverage cart
 - Snack bar
 - Patio
 - Cleaning staff
- P/T-F/T**
Fax 905-827-8997

RAMADA INN OAKVILLE

We have immediate positions available for
Room Attendant
To clean guest bedrooms and some public areas. Day shift. Prev. hotel exp. an asset.

Wait Staff
For Dining Room & Lounge. Must have prev. exp.
Apply in person, Mon-Fri. or fax resume to:

Human Resources
905-845-9450
360 Oakville Place Dr.

ATHLETES Wanted! For Commercial/ Film Work. No extras, no fees. Must be athletic! Call (416)733-1888 for screening.

DOWNTOWN Oakville office seeks a person for office maintenance (including office cleaning), purchase of office supplies, deliveries/pickups (must have access to a vehicle). Call 905-338-8177 or fax (905) 338-1317

512 hair, beauty salon help

HAIRSTYLIST-male or female, experienced, preferably with clientele. Good wages. Bus route. Call 905-632-6090 or 905-639-4473.

NAIL Technician required with or without clientele for busy Burlington Salon. Call (905)332-6262

512 hair, beauty salon help

PROGRESSIVE salon looking for full or part time aesthetician/ nail tech. Please deliver resume to: Rainbow Expressions. 2318 Lakeshore Rd. W. Oakville.

PART-TIME Receptionist/ Make up artist wanted for Oakville salon. Retail experience an asset. Drop resume off at: "Woman" 128 Reynolds Street, Oakville

HAIRSTYLIST required also opportunity to rent chair/ space in busy downtown Burlington salon (suit ESTHETICIAN). Call John, 905-634-6632

PURE Energy Salon, now hiring Hairstylist with experience to join our team in our new salon. Call Corey, 632-5130.

515 skilled & technical help

TECHNOLOGY Company in Oakville seeks Project Leader/ Business Analyst for our Financial Switching Technology Team, to lead development/ implementation projects. Project and practical experience in the industry required. Please e-mail resumes to: careers@tscan.com with subject of "Project Leader/ Business Analyst".

BURLINGTON area pool construction/ service/ retail company requires full-time experienced pool installers, service persons, general labourers. Also part-time retail sales/ stocking help. Seasonal- offering competitive wages, employee benefits. If you're hard working and enjoy outdoor work, fax Rainbow Pools 905-681-7245

Auto Body Person

Experienced body repair person for busy Collision Centre. Full unibody experience mandatory. Excellent wages and benefits. call 905-689-9812

525 office-clerical

RECEPTIONIST/ SECRETARY: for busy Horse Show Facility & Event Centre. Knowledge of horses an asset. Non-smoking environment. Salary + bonuses. Fax resume to: (905)-827-6333 or call (905)-827-2234.

BOOKKEEPER / Financial Assistant. Oakville based company of 17 employees. The job entails general bookkeeping, payroll, A/R, A/P, monthly statements and reports. Simply accounting and Microsoft Office experience needed. Fax resume: (905) 338-7885 or call 1-888-767-2453

OFFICE Manager required. temporary full-time for 50 week maternity leave. Familiar with Lotus Smart Suite, Quickbooks, WP Office 2000. Responsible for payroll, A/P & A/R. \$9.00 to start. Fax resume to: 905-844-0797

COLLECTION AGENCY requires fulltime Collector, downtown Oakville. Hourly wage+ benefits. Successful candidate is mature and experienced in A/R type collections. Contact Ted/ Dianne: (905)815-8303

530 sales help & agents

CONDO SALES: Experienced and professional sales people (2) required for new and exciting townhome site in Oakville. Please fax resume to: Effect Realty Inc. (905)-312-0283.

Sales Career Opportunity

Our Burlington Mall location has an opening for a full time Sales Associate. Requirements are sales experience, positive attitude and flexibility. Call for resume drop-off to Sandra or Grace at Reeds Jewellers Burlington Mall 681-0834

535 hospital, medical, dental

HYGIENIST required for a growing, North Oakville Dental Office. Part-time leading to full-time. Needs to be friendly, outgoing and a team player. Evenings & Saturdays required. Please send resume to: P.O. Box 86033, Oakville, Ontario, L6H 5V6

EXPERIENCED certified Dental Assistant required for busy team oriented family dental practice. Self motivated multi-tasking individuals need only apply. Box 6335, c/o Oakville Beaver, 467 Speers Rd., Oakville, L6K 3S4

RECEPTIONIST and HARP Certified Dental Assistant needed for dental specialty office in Burlington. Must have computer skills and experience. Fax resume to 905-633-8330

DENTAL Chairside Assistant, west Oakville, full or part time to start April 1, 2001. Fax resume to: 905-827-0309

FULL-TIME experienced Dental Receptionist/ Accounts Receivable. Please call Dr. R. Peeling, 905-681-7791

540 hotel restaurant

TRAVELodge, QEW/ Burlington now hiring Part-time Front Desk & Room Attendant. Must be flexible to work all shifts. Please drop off resume to 950 Walker's Line or fax 905-639-6900. No phone calls please. Equal Opportunity Employer.

JAKE'S GRILL & Oyster House. Join the Crew! Immediate openings for full-time. Enthusiastic Servers and Mon.- Fri. day Dishwashers. Please bring resume or apply in person: 950 Walker's Line (at Travelodge) (905)639-4084.

BOSTON PIZZA, Oakville. Now Hiring: Kitchen Supervisor with minimum 2 years experience, also, full-time Kitchen & Wait Staff. Must be flexible with hours. Fax resume: (905)829-8375, Attn: Debbie

HEY!! If you are an outgoing experienced cook/prep person, have I got a job for you! Come and join our team. Days, Mon-Fri. Call us at (905)-847-4069

ESKIMO Joe's Sports Bar (Oakville) Line Cooks, Bartenders/ Supervisors (All Shifts, Immediate) Call (905)845-4926; fax (905)845-6054.

LINE Cook- Experienced, required for British Pub... Apply in person- 400 Brant Street, Burlington. Ask for Yvette/ Fred

WAIT staff evenings only, part time. Part time kitchen help. 1500 Sixth Line Oakville (905)338-0804

545 teaching opportunities

ECE TEACHER

required by Oakville child care centre. Call for interview (905) 849-4769 Fax: (905) 849-7456

550 domestic help wanted

EXPERIENCED cleaning lady available for cleaning your house, apt. & office. The best service & competitive rates. Call (905)-849-8686.

555 domestic help available

TO have your home cleaned the way you would like by extremely clean, hard working European ladies, call 634-2646 Reasonable rates!

CLEANER available for houses, apartments or small office. Good references. Experienced. Please call Barbara 905-847-5616

EXPERIENCED cleaning lady with own car available to clean your home. (905)339-3984.