505 careers

Fast paced automotive company requires the SERVICE ADVISOR

& WARRANTY CLERK

Successful individuals will possess excellent communication skills, the ability to prioritize meet deadlines and be detail oriented Applicants must enjoy dealing with the public and have a neat appearance. (An automotive technical background would be an asset but we will train the successful candidates) Excellent benefit package

Forward resumes to: Box 6282 c/o Oakville Beaver, 467 Speers Road Oakville, Ontario, L6K 3S4

SENIOR ACCOUNTANT

Mississauga based manufacturing company requires a senior accountant to manage all aspects of its accounting depart ment. Must be capable to prepare de tailed costing analysis, government reporting forms, monthly financial state ments and company payroll. Networking/ IT experience an asset. Salary commen-surate with experience. Please reply to:

c/o The Oakville Beaver Box 6283 Speers Rd. Oakville, Ont. L6K 3S4

P/T MANAGER

St. John Ambulance, the number one first aid traing and first aid kit supply company in Canada, Is looking for a P/T person to sell, co-ordinale fundraising, and help administer the Oakville Branch. This position could lead into F/T employment with benefits Please fax resume with salary expectations by

July 7 to: Neal Wagman (416) 923-4856 or email: nwagman@on.sja.ca

The BEHAVIOUR INSTITUTE

is now hiring facilitators to work 1-on-1 with children with autism Flex. hours. Competitive

wages. Must have: B.A. or B.SC. (or enrolled) in psychology; exp. working with children: initiative; enthusiasm; flexibility. Transportation (905) 570-0778

510 general help wanted



CLERK

Required for high volume dealership. Ford experience preferred. Mail or fax resume with salary expectations: 900 Walker's Line, Burlington L7N 2G2 Fax: 905-632-9643

ELITE Renovations. We are looking for Cabinet Installers, must have some experience. We offer competitive salary. Call Joe (905)847–5891 or fax resume (905)827-6339



WHITEOAKS **FITNESS & RACQUETS CLUB FULL TIME TENNIS PROFESSIONAL** RESPONSIBILITIES

- ◆Adult Programming
- **◆Junior Coaching**
- ◆Admisitration of Tournaments/ Special Events
- ◆Teaching Lessons & Clinics ◆Conference Centre & Hotel Tennis bookings

QUALIFICATIONS Ths enthusiastic and vibrant Tennis Pro must pos-

sess strong coaching and communication skills, effective administration ability, computer literacy, and superior interpersonal skills. No phone calls please FAX or deliver resumes to:

White Oaks Conference Resort and Spa "HUMAN RESOURCE DEPT" 253 Taylor Road. Niagara-on-the-Lake, Ontario LOS IJO

Fax# (905) 704-5627

Managers **Full & Part-Time**

Field Managers required in Oakville. Successful candidates will have supervisory skills and be able to full-scale catalogue manage a distribution business from their home. Exciting income potential for the right person. Must be able to be bonded and have a reliable car/ van. NO INVESTMENT. Interviews to be held locally.

> Fax resume to Carmen King (416) 650-1653

YMCA

Are you a bright, enthusiastic and energetic individual who wants to work with a great team? We have a permanent part-time **Customer Service Representative**

position available. The shifts will be two evenings and Saturday afternoons. Applicants must have previous ious customer service and sales experience. A criminal reference check is required prior to starting

Attn: CUSTOMER SERVICE MANAGER 410 Rebecca St., Oakville, L6K 1K7 or Fax: (905) 842-6792

THE OAKVILLE BEAVER Requires

WAREHOUSE HELP

Day Shifts available.

Safety shoes required.

Please contact Krithia at (905) 844-0577

WANTED: LOADERS

Wednesday, Friday, and Saturday 6 a.m. Start Must have safety shoes Some Heavy Lifting

Call Krithia (905)844-0577 THE OAKVILLE BEAVER

Summer Students

WANTED

To work Wednesday, Friday and Saturdays Shifts available

> **Call Krithia** (905)844-0577

The Oakville Beaver

510 general help wanted

510 general help wanted

Consider joining the Ontario Lottery and Gaming Corporation! Our continued and successful mission to provide quality entertainment for consumers provides net revenues that support

government initiatives for building a better Ontario. Currently, our Burlington warehouse is looking for... Slot Bench **Technicians**

You will be responsible for the repair of all our electronic equipment and their components including C.P.U. boards, B.V. heads, and coin mechanisms. The testing and verification of all new slot related software, off-site technical assistance as well as keeping inventory of parts received, repaired, and stacked will also be required. Your electronic technician certificate or diploma is complemented by one-year of electronic bench repair experience and effective communication skills. The ability to obtain and maintain a valid A.G.C.O. licence is required.

Please apply in writing, to: Human Resources, Annette Mancini, Ontario Lottery and Gaming Corporation, 1771 Aimco Boulevard, Mississauga, ON L4H 1H7 Fax: (905) 625-8299

We thank all applicants for their interest; however, only those being considered will be contacted. An Equal Opportunity Employer

Ontario Lottery and Gaming Corporation



Societé des loteries et des jeux de l'Ontario

TAKING A

YEAR OFF

SCHOOL!

Full-time

Cashier/ Attendant

Customer oriented,

self starter, will train.

Apply in person to

Maple Grove Esso

542 Maple Grove

DZ

DRIVERS

SUNDCO

Sunoco Car Wash/ Country Style/Gas Bar is seeking STATION SUPERVISOR

(Car wash experience preferred F/T CAR WASH ATTENDANT Also F/T & P/T STAFF FOR COUNTRY STYLE & S/S, F/S GAS BARS Fax your resume to: 1-905-513-1723 or apply in person 10-6pm, M-F 1020 Dundas Street West, Oakville or call Irene at 416-894-2165

Dowlin & Associates Ltd. is looking for Several Qualified SECURITY OFFICERS

Must be able to work weekends. If you are interested in entering this exciting field FAX YOUR RESUME TO: (905) 826-4926 Due to extensive use of communications equipment all candidates must be able to speak English in a clear and concise manner. Transportation and experience are assets

Leading Brass Valve Mfr. with clean, air conditioned plant requires

SHIPPER / RECEIVER

Min. 2 years experience including forklift. Gr. 12, aptitude for numbers, mechanically inclined and energetic. Competitive wages, benefits and profit sharing.

Fax resume: (905) 855-1450 Attn: Ms. Caissie Tel: (905) 822-7414, Ext. 233

CALL CENTRE SUPERVISOR

established Burlington company requires an individual to supervise 20 tele-sales reps who set appointments with consumers coast to coast for our sales staff. Rotating shifts. Earnings potential \$1,000./ wkly. + +. Experience necessary. Fax resume to: Personnel (905) 333-1738

PRODUCTION DEPARTMENT

Full-time, day shift, entry level position with paid benefits and training. If you are an energetic, self-moti vated, detail oriented team player with effective communication & basic math stells, an ability to do some lifting & a desire to prove your worth, send your re-

TECKMARK LABEL #23 - 850 Legion Rd., Burlington, Ont L7S 1T5 or fax to (905) 681-7072

* * * * SALES MANAGER

Required for high volume dealership Ford experience preferred. Mail or fax resume with salary expectations:

900 Walker's Line, Burlington L7N 2G2 Fax: 905-632-9643

WANTED:

Adults needed to deliver the Oakville Beaver door to door. No inserting or collecting required Wednesday, Friday and Saturday. Vehicle required. Excellent

If interested call between 8:30 and 6:30 Monday to Friday and Saturday between 12 noon and 5 p.m. at

845-9742

BURLINGTON POST

REQUIRES **ADULT CARRIERS**

to deliver the Burlington Post door-to-door in Aldershot Gas allowance.

Please call 632-0588 Bob Ext. 264

The Oakville Beaver

Oakville's Award Winning Community Newspaper

Has an immediate opening for a

PART-TIME DRIVER

Day, Evening and Weekend hours available. Must have own vehicle.

To apply please call Pearl, Cirlculation Dept. (905) 845-9742

PART-TIME DRIVER

- Required to work weekdays & weekends Suitable for a mature, outgoing student
- Car required.

Fax resume to: 905-632-1024 Attn: Charlene Hall Circulation Dept., Burlington Post No Phone Calls Please

DRIVER required full-time Mon. to Fri., 6 a.m. start. Mon. to Fri., 6 a.m. start. 35-40 hrs/week, no weekends. Must have clean DZ license. \$12./hr. Apply in person with abstract, in the morning only, 431 Wyecroft Road, Oakville.

LANDSCAPERS required LANDSCAPERS required immediately, full time, by Oakville based company. Applicants must have: experience, valid drivers license & Land 1 & 3 licenses. Call Chris: (905)828–6767

510 general help wanted

HUSBAND/ Wife team re-quired for local janitorial service. Must be experi-enced, have transportation and be bondable. (905)842-0840.

DRIVERS & Inspectors required for Toronto Auto Auction. Phone John Parm (905)875-2915, ext. 604 or fax resume to John Parm (905)875-3219

WATER company requires D2 driver for deliveries. Ap-prox. 40 hrs/ week. Pay ne-gotiable. Call (905)332-

AZ Driver Wanted- local city, clean abstract. Lot's of hours, great family opera-tion. (Oakville). Rick (905)-827-0844

\$8-\$12/HOUR. Students for order taking/ deliveries. Full/ part-time. call 905-847-3548

HANDYPERSON- Flambor-ough area. Must be able to do carpentry work, Will suit retired peson. 333-3969 PRODUCE Clerk- Part or Full-time Experienced Call Mario or Joe 639-0319 (Burlington Store)

AZ Drivers required immediately. Flat deck & tankers. Clean drivers abstract required. Call: (905)681-0007 LOOKING for work? Are you 16-24yrs old? Out of work & school? We can help! Call (905)681-1140

515 skilled & technical help

Dr, Oakville

WANTED FOR A WELDING DISTRIBUTOR OPERATION. Please apply (905) 335-0301

Tim Hortons. STOREFRONT

Permanent Full-time Days START NOW: Get two paid days off in August Apply in person, 386 Iroquois Shore, Oakville

Lifeguard

For Burlington residential apartment complex, to work flexible hours incl. evgs & weekends, 20-30 hrs/wk. NLS, 1st Aid **FAX RESUME TO:**

416-364-6087 SALES Associates, ful part-time, required imme diately by Fabricland, Oak ville. Applicants should be out-going, energetic, people-oriented, available to work days, evenings and Saturdays. Interested applicants please apply in person with resume to Manager at: Fabricland Distributers, 140 Rebecca St., Oskville, Ontario. ville. Applicants should be

EMAIL Processing Buisi EMAIL Processing Buist-ness: Resposibilities: On-Line Email Processores. Work at home, 10-15 hrs/wk. No up-front money required. Earn P/T \$500-\$1,000/ \$2,000- \$6,000+ plus F/T. Desired require-ments: Computer with access to internet & email. Full on-line training provided. Contact: Make_Billions@Hotmail

CREATIVE? Energetic? Enjoy working with child-ren? Join our dynamic After School team, commencing September, Music, sports, drama, computers, science an asset. Apply in person, Glenburnie School, 2035 Upper Middle Road, Oak-ville or Fax: (905)338-2654 before Friday, July 7th.

QIP Equipment Ltd. in Oak-ville has an entry level po-sition available. The job in-volves shipping/ receiving as well as office duties Please send resume to 2172 Wyecroft Road, Unit 11, Oakville L6L 5V6 or fax (905)827-2147

RELIEF Assistant Superintendent required part-time for Oakville highrise located directly on the lake. Coverage required for alternate nights and alternate weekends only. Compensation to be dis cussed. Call Shari, (905)

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NEW Faces Wanted- Kids/ Teens/ Petites. All ages/ sizes for fashion/ hair shows, movie extras, catalog work, TV. S20-00th (005) 326-5455 catalog work, TV. \$20-90/hr. (905)-336-5455.

CLEANING positions available in Oakville, Trafalgar Rd. and QEW area, 6pmn, Mon.-Fri. \$9.50/hr Experience an asset. Please call 1-877-202-0030

ATTENTION Students.
Looking for part or full time summer campaign workers for Big Brothers of Halton Annual Funtastic campaign. For information call Evelyn Rea or Shannon Kelly, 339–235.

ELTON Manufacturing needs production workers for both day shift & night shift. Heavy labour in-volved. Please apply in person at 886 Nipissing Road in Milton, or fax your resume to (905)878-9211 CLASS "A" Driver required

or busy trucking company.
U.S. delivery. Above average pay with benefits.
Clean abstract and 2 years
U.S. experience required.
Boom experience an asset.
Fax resume to: (905)681-7445 HOUSECLEANER required to join our team. Paid training. Hourly wage. Own car an asset. Days only. (No students please.) (905)336– 1489

CLAPPISON Inn, (Hwy 5&6), Waterdown requires House-keeper/ Maid & Front Desk Night Clerk, person or fax (905)689-6615 WELL established year

company looking for service techs, asst. manager, service manager & sales person. Fax resume to (905)849-7721

511 telemarketers PERMANENT evenings Burlington call centre. No cold calling No selling. Setting appointments for our representatives. Full training provided. Call Mrs. Kane 333-8180

MATURE Telemarketer required- evenings & some days, Oakville Salary + Bo-nus. Call (905)849-4700 X139, for more information.

512 hair, beauty salon help 4444

BUSY Oakville salon, located in Mall, requires a Stylist. Salary + up to 40% commission. Call Cosimo, (905)825-1977

HAIRDRESSER & apprentice with cutting experience required full-time for down-town Oakville saton. Call Sam @ The Hair Centre 842-1444

RECEPTIONIST required fulltime and Esthetician required part-time for busy Glen Abbey Spa. Fax resume: (905)338-0014 or call Marla: (905)469-4825

515 skilled & technical help

LOCAL Automotive parts LOCAL Automotive parts rebuilder looking for individual with mechanical skills and abilities. This is a full-time position. Wages based on experience. Please submit your resume Box 6281. Oakville Beaver, 467 Speers Rd., Oakville, ON, L6K 3S4

LONG MANUFACTURING has openings for (2) MAINTENANCE MECHANIC/ **MILLWRIGHTS**

Oakville/ Burlington area Licensed Millwright/ Maintenance Mechanics, with minimum 5 yrs experience essential with the ability to run machine shop equipment, welding, fabrication, press set up experience, die changes experience, good troubleshooting skills, PLC experience, good team player. Midnight shift Please mail or fax res

H.R. MANAGER, 1400 Advance Rd., Oakville, ON, L6L 6L6 No phone calls please! or fax 905-825-8425

SERVICE ADVISOR

Immediate position available 4 day work week, 11:30am-10:30pm. Ford and Reynolds & Reynolds computer experience an asset.



Gerry Manning or John Trebble at 905-844-4472 Previous applicants need not apply

Fax resume to

AUTO TECHNICIAN

Busy shop has opening for qualified tech seeking security and better earnings potential. We offer excellent working conditions, full benefits and a quality product. Apply to: Service manager

Halton Honda of Burlington ph 632-5371 Fx 681-0098

525 office-clerical

525 office-clerical serono

growing Biotechnology Company located in Oakville has several bilingual positions available

All positions require creative problem solvers with a customer focus & a patient-friendly approach. Exceptional communication skills and sound knowledge of computer-based technology. Fully fluent (written/ oral) English/ French are some of the qualifications required for the following:

Customer Care

Logistics Specialist: F/T You will be responsible for order entry, shipmen confirmation, invoicing, inventory reconciliation return/ credits, co-ordination of collection of receivables and resolution of service problems. Postsecondary education and Customer Care experience

some accounting experience preferred. Experience in Oracle Financial is a definite asset. Customer Care Support Specialist- F/T You will provide health information to consumers and nandle direct customer interactions. RN or min. of a BSc./BSc. Pharm with 2 years of customer care experience in the medical field. You must be flexible

in working hours **Customer Care**

Reimbursement Specialist- Contract You will be responsible for direct customer inter actions relating to reimbursement access. Post-secondary education required, preferably BSc. & 2 years of customer care experience in the medical field. You

must be flexible in working hours. Fax or email resumes stating position applying for to:

905-825-9449 Sandra.Davidson@serono.com Thank you for your interest, however only those under consideration will be contacted.

Wholesale pharmaceutical co. seeks an experienced

Receivable Clerk Must have collection experience, communication and customer services skills and the ability to work in a computerized environment. This entry level

Bilingual Accounts

position offers a competitive compensation package. Please fax resume to: (905) 560-7013

Assistant to Service Co-ordinator

HVAC contractor seeks an energetic, detail minded person to maintain computer database, analyze costs vs. sales for contracts, and prepare and follow-up on renewals. MS Office required. Strong number skills, good writing skills and a willingness to work hard also required.

Fax NUTEMP: (905) 338-6677 1101 North Service Rd. E. Oakville L6H 1A6

Receptionist/Admin. Asst.

Oakville financial planning firm seeks an individual with excellent communication skills and outgoing salary expectations to (905) 337-9985

We thank you for your interest but only applicants invited for an interview will be contacted.

525 office-clerical 525 office-clerical

525 office-clerical GREEN THUMB LANDSCAPING is looking for someone to run

our office. This is a F/T year round position starting mid-July.

THE RIGHT PERSON MUST BE:

 Fully functional with AccPac 6.1a including A/P, A/R Quick Invoice and G/L. Fully functional with Paymate 6.60

· Fully functional with Access Fully capable of handling a 6-fine phone system

 Capable of running dispatch for winter snow clearing services The right person must be able to work independently, deliver excellent customer service, have a fabulous telephone manner, be able to give direction and help out the

cheque runs and gov't remittances are done accurately. If you are looking for a career with a great company, forward resume and salary expectations by June 30. Fax (905)335-2316 or apply in person between 7-10am to 3077 Guelph Line (2nd driveway N. of Hwy#5).

service crews via a 2-way radio system as well as ensure that all invoicing, payroll



Halton Healthcare Services represents the blending of two well established, community-oriented bealthcare facilities, -Oakville-Trafalgar Memorial Hospital and Milton District Hospital.

Administrative Assistant

You will combine a professional demeanor with outstanding customer service skills as you provide administrative assistance to the Department Head of Pharmacy and secretarial support for pharmacy staff. Your duties will include reception, mail, recording and transcribing departmental committee minutes, pharmaceutical inventory management, maintaining a current database, and other projects as required. Knowledgeable of medical terminology, you have a high school diploma and at least two years' related experience. Your computer skills include Medtech, MS Word, Excel, and PowerPoint. Thoroughly fluent in English, you also have a basic knowledge of bookkeeping.

Please apply to: Human Resources **Halton Healthcare Services** 327 Reynolds Street Oakville, ON L6J 31.7 Fax: (905) 338-4137 e-mail: hr@otmh.on.ca

Halton Healthcare

ORDER DESK/ INSIDE SALES

We thank all applicants, bowever, only those to be interviewed will be contacted

Chemical distribution company requires a full-time representative. Ideal candidate must have excellent telephone manners, accurqate kedboarding skills, detail oriented for customer follow-up and able to work in a team environment. Please fax or mail your resume stating salary expectations to:

Human Resource Department 460 Wyecroff Road Oakville Fax: 905-842-8906

Office Manager

Fulltime, Mon.-Fri., 8am - 4:30pm. 5 years experience in a fast-paced environment and an accounting background required. Duties include payroll, benefit admin., government remittances plus all aspects of office work. Salary commensurate with

Fax resume to: (905) 336-8505

530 & agents

530 Sales help

Hush Puppies Canada "We make people's favorite shoes" are looking for an enthusiastic, self motivated individual to service our existing account base in Toronto and Southwestern Ontario. Duties in this entry level position will include: in store merchandising,

job will also include some in office coordination work. A reliable car and the flexibility to travel are required. Please send resume to: Hush Puppies Canada Ltd.

Email: frieseja@wwwinc.com

special events, and product knowledge seminars. The

TRAINING Certified • Full & Part-time Computerized **HALTON BUSINESS** INSTITUTE 637•3415

ACCOUNTING CLERK Experienced in all

aspects of accounting

including payroll.
Accpac Plus & Microsoft Office experience COMFACT CORP. (905) 339-3407

PERMANENT - part-time-Reception (days, evenings, weekends) Previous Reas Estate expenence an assel Computer literate in MS Word related software. Ex-cellent interpersonal skills. Fast paced environment be well organized. Mail/ Fax resumes to Angie, Royal LePage, 2072 Lakeshore. Burlington. LTR. 1E3, (905)-637-3781 BUSY Veterinary Clinic requires Receptionist/ Animal Care Attendant, for 20-30 hours/ week. Must be available days, evenings and weekends. Experience preferred. Mail resume; 3060 L6L 1J2

FULLTIME Collector posi-tions available, (2), down-town Oakville. Will train successful mature applic-ants. Experience in collect-ion an asset, Hourly wage + benefits Contact 1ed or Dianne at (905)815–8303

DO YOU HAVE WHAT IT TAKES TO JOIN

AN AWARD WINNING SALES TEAM? To do so, you must be energetic, outgoing, enthusiastic, assertive and goal oriented.

If you fit this description and are a marketing program graduate or have related experience, then you may be the next addition to our team. As an entry level Sales Consultant your responsibilities will

include new and existing account development and servicing. As a member of our team you will receive an attractive compensation package, including salary, commission and incentives. Reply in confidence to: Mark Yesford, Retail Advertising Manager c/o The Burlington Post

2321 Fairview Street, Burlington On L7R 2E3 Fax: 905-632-9162 We thank all applicants for applying, however only those considered will be contacted.

The Mississauga News is seeking a Full time **Advertising Sales Professional**

Qualifications include: previous sales, marketing or public relations experience

a strong desire to succeed highly developed time management skills outstanding communication skills a seasoned individual who has been involved in the community

a positive, pro-active, entrepeneural attitude

Previous newspaper experience not required.

Canada's most successful community newpapers. Please forward your resume before July 7th to: Attn: John Knowles The Mississauga News

3145 Wolfedale Road

Mississauga, Ontario L5C 3A9

We offer an outstanding compensation package, an exciting

work environment and opportunity for advancement at one of

535 hospital, medical, dental 535 hospital, medical, dental

Come Join a <u>Winner</u> Visiting nursing program award of CCAC contract **Registered Nurses & RPN's**

Mental Health & Pediatrics specialists & ET specialist, Continence adviser also Shift nurses Competitive salary • Employment benefits Team environment
 Skill development

535 hospital, medical, dental

WELL- Established West

DENTAL Assistant- for specialists office 30-32hrs/ week Seeking an exceptional team member. If you are enthusiastic, caring and dependable we have an excellent position for you. All enquiries kept confidential. Fax resume (905)-849-8428

personality to fill the role of Receptionist and Admin istrative Assistant. Must be capable of working in a fast-paced environment and handling different tasks simultaneously. Excellent computer skills (MS Office) are a must. Experience with investments and insurance an asset Please fax your resume with

· Work in Halton Region Call 905-847-1025 Fax 905-847-1038 We are an equal opportunity employe

PARAMED

WELL- Established West Mississauga Dental Office seeking an experienced part-time Assistant. The position would involve Tuesday mornings and Saturdays and may have the chance to include more hours in the future. Please contact Amanda at (905) 820-3200 or Fax resume: (905)820-9346