

Volunteering

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## JOIN THE HABITAT BUILD TEAM!

### Volunteer Crew Leaders Needed

Available 2-3 days per week with previous construction and/or handyman experience. Training sessions will be held June 8 & 22. Limited space available. To view construction positions available visit: <http://habitathalton.ca/Construction.aspx>  
*Building Homes. Building Hope.*

Drivers

General Help

#### DRIVERS WANTED

AZ, DZ, 3 or 1 with airbrakes: Terrific career opportunity with outstanding growth potential to learn how to locate rail defects using non-destructive testing. Plus extensive paid travel, meal allowance, 4 weeks vacation and benefits pkg. Skills Needed - Ability to travel 6 months at a time. Apply online at [www.sperryrail.com](http://www.sperryrail.com) under careers. Click here to apply, keyword: Driver. DO NOT FILL IN CITY OR STATE. EOE

#### TRAVEL WORK OPPORTUNITIES

Hotel jobs in England, Work Italy, Spain or England Summer Camps. Childcare positions in United States, China, New Zealand, Australia, Spain, and Holland plus more. Teach in South Korea. Accommodations & Salary provided. Various Benefits. Apply: 902-422-1455 Email: [scotlap@ns.sympatico.ca](mailto:scotlap@ns.sympatico.ca)

### HERE WE GROW AGAIN! CLEANING LADY NEEDED

Georgetown Area  
905-877-5225

General Help



801 Main Street East, Milton

#### ACCOUNTS PAYABLE/ RECEIVABLE CLERK

Dealership experience is a must, Reynolds and Reynolds experience is an asset. The right candidate would be very detail oriented, be able to work at a fast pace and be able to multi task. Duties would include: AP/AR, daily bank deposit, daily on demand cheques and other various duties.

Please email resume to: [chall@wallacechev.com](mailto:chall@wallacechev.com)

#### ADULT CARRIER WANTED DOOR TO DOOR DELIVERY

We are looking for one or two adults with a car to deliver the Independent and Flyers in Acton. One day per week. Various routes around town will vary from week to week (car is necessary). Please contact Nancy Geissler at 905-873-0301.

Office/ Administration

Office/ Administration

#### LEGAL SECRETARY

Required by Georgetown Law Office. Previous experience preferred.

Please reply to:  
**CLINTON D. BANBURY**  
905-877-5252  
Email: [cbanbury@banburylaw.com](mailto:cbanbury@banburylaw.com)

Office/ Administration

Office/ Administration

#### FULL TIME SECRETARY

Proficient at Word.

Please send resume c/o:  
the Independent and Free Press  
P.O. Box #3500  
280 Guelph Street, Unit 29  
Georgetown, ON L7G 4B1

Part-time Opportunities

Part-time Opportunities

#### part time SALES HELP WANTED

Young's Pharmacy and Homecare requires a part time sales associate for busy front shop. The successful candidate must have previous selling experience in a retail environment. They must enjoy merchandising, meeting people and working as a team member. Please bring resume to the Store Manager, 47 Main Street South, Georgetown 905-877-2711

Health Care/ Medical

Health Care/ Medical

Computer &amp; Internet Services

#### DENTAL RECEPTIONIST and DENTAL ASSISTANT

Needed for busy orthodontic office.

Please email resume to:  
[to@meldrumortho.com](mailto:to@meldrumortho.com)

Professional

Professional

#### ENTRY LEVEL CA / INTERMEDIATE STAFF ACCOUNTANT

Accounting firm, located in Georgetown. Toronto like environment without the commute. Looking immediately for a permanent Full Time Entry Level CA or Intermediate Staff Accountant to join our Team.

Serious applicants only please.  
Please forward your resume to  
[admin@accountantsonmain.ca](mailto:admin@accountantsonmain.ca)

Office/ Administration

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Office/ Administration



#### 12 Month Maternity Leave Contract (plus Training time) ACCOUNTING / PAYROLL CLERK

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 12 month maternity leave contract position of Accounting / Payroll Clerk. This position reports to the Controller and the applicant will have demonstrated the following qualifications, which are essential to this position:

#### SKILLS and QUALIFICATIONS:

- College/University degree in business and pursuing an accounting designation;
- In depth knowledge and experience in the full accounting cycle;
- 2 to 3 years' experience in an accounting role that includes accounts payable, accounts receivable, account reconciliations, analysis, etc.;
- Working knowledge of job costing;
- Experience in the implementation of ERP systems;
- Knowledge of IFRS;
- Ability to interpret and communicate legislations including CGAAP, IFRS, Income Tax Act, etc.;
- Strong computer skills including Microsoft Office Suite;
- Outstanding communication skills with the ability to work collaboratively with others and resolve issues;
- Excellent analytical skills and ability to identify and implement process improvements;
- Strong organizational skills;
- Attention to detail and a high degree of accuracy;
- Ability to work in a fast paced environment with minimal supervision;
- Experience working within an electric utility environment would be considered an asset;

This is a Union position and wages will be in accordance with our current Collective Agreement. Resumes should be forwarded, by Friday June 7th, 2013, in confidence, to: [hr@haltonhillshydro.com](mailto:hr@haltonhillshydro.com)

We sincerely thank all applicants for their interest, however only those selected for an interview will be contacted. Halton Hills Hydro is an equal opportunity employer.



Purity Life, Canada's leading distributor of natural health products is looking for a full time **BI-LINGUAL CREDIT MANAGER**, reporting to the Controller, for its head office in Acton. This fast paced hands on position is responsible for timely daily credit release, collections, payment processing, cash application, and ensuring all trade deductions include supporting documentation. This position provides some direction to the Cash Application Analyst and the Trade Deduction Analyst.

#### KEYS FUNCTIONS

- Hands on position including, daily credit release, daily collection calls with customers, requesting deduction backup including downloads from supplier web sites and backing up the cash application position in peak times and vacations.
- Maintaining the ERP notes process for tracking collection and payment efforts.
- Assist with the daily management of trade deductions, including backup reports.
- Review and research credit applications and suggest credit limits.
- Monitor accounts and ensure the credit policy is observed.
- Ensure collection activities are completed on all past due accounts and payment processing to ensure required cash flow.
- Assist with month end close procedures as required.

#### QUALIFICATIONS

- Bi-Lingual in French with excellent written / oral communication skills
- Minimum 5-years of CPG, A/R and credit and collections management
- FCI certification
- Proficient knowledge of AS400 ERP systems

Please submit your application including salary requirements to Michele Albrecht: [Michele.albrecht@puritylife.com](mailto:Michele.albrecht@puritylife.com) or fax 519-853-0927

Landscaping, Lawn Care, Supplies

Landscaping, Lawn Care, Supplies

Painting &amp; Decorating

**LAWN** Cutting, Garbage/Junk Removal, House, Garage, Basement Clean-Outs Lawn and Garden Work, Eavetrough Cleaning, Minor/General Repairs fully Insured Ray's Property Services since 1994 905-877-7774 or 905-703-0243 Cell

[www.rayspropertieservices.ca](http://www.rayspropertieservices.ca)

#### LEGENDARY PROPERTY MAINTENANCE

Lawn cutting, Yard maintenance. Spring clean-ups and more .... Weekly, biweekly or occasional service.

Call or email for your free quote: 519-855-9650  
[legendarypm@bell.net](mailto:legendarypm@bell.net)  
Grass cutting starts at \$25 weekly

"Backyard distinction starts here!"

**NEED** a quick cost effective change....Let a Fresh Coat of Paint Brighten up your home. Call Scott 416-702-0733.

#### Small Equipment Repair

**LAWNMOWER** Tune-Ups, Sharpening, Repairs. Pick-Up and Delivery Available. Ray's Property Services 905-877-7774 or 905-703-0243 cell.

Moving &amp; Storage

#### USERS STORAGE

Safe, 24 hour access, storage - variable sizes at lowest price in Halton. Heated building in Acton. Fenced outdoor storage for cars and boats also available. For information 519-853-9638.

Landscaping, Lawn Care, Supplies

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## TOPSOIL

SCREENED TRIPLE MIX MANURE • SAND • GRAVEL

GILLETT HAULAGE and EXCAVATING

905-877-7380

Restaurants/ Hospitality

Restaurants/ Hospitality

#### EAGLE RIDGE GOLF CLUB ClubLink Corporation

#### SOUS CHEF

You are an essential component to our pursuit of customer service excellence. Your main responsibilities will be the preparation and production of high quality food for Bistro Operations and Banquets. Your other duties will include continuous hands-on training of all kitchen team members, menu planning and recipe costing, as well as efficient purchasing, receiving, food storage and inventory control procedures.

**START IMMEDIATELY**  
Full-Time May to November  
Part-Time Winter Months

Please contact Chef David Rooney  
905-877-8468 Extension 2225 or  
[d Rooney@clublink.ca](mailto:d Rooney@clublink.ca)

Waterproofing

Waterproofing

**Hummingbird BASEMENT WATERPROOFING**  
20 years experience

#### WE FIX WET BASEMENTS!

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



905-781-7013



## BIRTHS



#### GETTY / GOULD

Carling Getty and Chris Gould are thrilled to announce the safe arrival of Alexander Jon Mason on Friday, May 24th, 2013, weighing in at 8lb. 14oz. Proud grandparents, Patty and Doug Getty, formerly of Georgetown, and Lane Gould of Leaskdale. Third great grandchild for Mary Holotkiuk, also of Georgetown. A big thank you to the Georgetown Midwives!!



#### LONGLAND / OATES

Heather and Glenn Longland are thrilled to announce the birth of their twin grandchildren on Wednesday May 15th, 2013. Isabella Grace, 4lbs, 11ozs and Cole Robert, 6lbs, 4 ozs. Parents Breanne and Kevin and big brother Jackson are overjoyed with their new addition.

To Place an ad in Classifieds please call

Call 1-855-415-8237  
Fax: 1-855-515-4991

[haltonhillsclassads@metroland.com](http://haltonhillsclassads@metroland.com)

THE INDEPENDENT & FREE PRESS