

510 General Help

DUE to growth in region, Martin Building Maintenance, an ISO-registered cleaning company seeks full and part-time, Heavy and Light duty cleaners for the Milton Region. Experience an asset.

Please fax resume to:
519-650-5432 Attn: Carlos

CABINET MAKER REQUIRED
For custom millwork shop in Georgetown.

Fax resume to:
905-495-4655
or Call
416-829-3929

PART-TIME LUNCH TIME Supervisor Needed
for Special Needs Student
1 Hour per Day, Monday to Friday
Glen Williams Public School
Call: 905-877-9112

DATA ENTRY
Quickbooks and Excel
Experience a must.
Part-time to start.
Salary negotiable.
Georgetown
416-936-4218

525 Office Help

Halton Hills HYDRO
Has an immediate opening for the position of **CLERK CASHIER**

This position reports to the Customer Care Supervisor and is responsible for receiving walk-in customers, contractors and guests. The duties will include cash/cheques payments from customers and contractors, providing reception duties for all departments, posting payments to customer's accounts and other duties as required.

Applications will be considered from those candidates who meet the following minimum qualifications:

- Minimum grade 12 education
- Must possess the ability to work independently with little or no supervision and, be able to also work as an effective part of a team
- Must possess excellent oral and written communication skills, and above average mathematical ability
- Must possess a superior knowledge of business office practices and accurate keyboarding skills
- Current working knowledge and understanding of the HTE billing system would be considered an asset

A competitive wage and benefit package will be offered to the successful candidate, as per our Collective Agreement.

Interested and qualified candidates should forward a detailed resume, in confidence, to:

Halton Hills Hydro Inc.
Janice Tennant, Executive Assistant
43 Alice Street Acton, Ontario L7J 2A9
janicet@haltonhillshydro.com
Closing Date: 4:00 E.S.T.
Thursday January 31st, 2006.

We sincerely thank all those who apply; however only those applicants selected or an interview will be contacted.

525 Office Help

Halton Hills HYDRO
Has an immediate opening for the position of **ENGINEERING CLERK**

This position reports to the Engineering Supervisor and is responsible for a variety of clerical support duties essential to the operation of the Engineering Department. These duties will include, but not be limited to, project record keeping, filing and processing of legal documentation associated with the registration of development and the preparation, assembly of data, computer input and retrieval of a variety of information from the HTE information management system.

Applications will be considered from those candidates who meet the following minimum qualifications:

- Minimum grade 12 education
- Must possess the ability to work independently with little or no supervision and, be able to also work as an effective part of a team
- Required an excellent working knowledge of data processing concepts, statistical procedures, excellent mathematical skills
- Must possess a superior knowledge of business office practices and accurate keyboarding skills

A competitive wage and benefit package will be offered to the successful candidate, as per our Collective Agreement.

Interested and qualified candidates should forward a detailed resume, in confidence, to:

Halton Hills Hydro Inc.
Janice Tennant, Executive Assistant
43 Alice Street Acton, Ontario L7J 2A9
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We sincerely thank all those who apply; however only those applicants selected or an interview will be contacted.

525 Office Help

GENERAL ADMIN POSITION
25k salary
Must be computer literate
Email resume to
stephen@afi-international.com



See all the great deals when you shop the classifieds!

514 Salon & Spa Help

magicuts
GREAT HAIRCARE FOR EVERYONE
NOW HIRING HAIRSTYLISTS
For Magicuts location in MILTON Mall & BURLINGTON

- Premium pay from \$9.25/hr
- +Commission & Bonuses
- Great Benefits
- Equipment & training provided
- Opportunities for Advancement

\$300 Signing BONUS or FREE pair of Shears

Please contact Jenn @ 905-220-0613, 1-877-700-0062 or fax resume: 905-875-3897

525 Office Help

REAL ESTATE LAW CLERK
Required for busy Milton law firm.
5+ years experience a benefit.

Fax resumes with salary expectations to:
905-876-3254.

525 Office Help

The Ministry of Attorney General, Superior and Ontario Court of Justice seeks an individual to provide clerical, cashier and counter services for the efficient operation of a court office.

CLIENT SERVICES REPRESENTATIVE
You Will: receive/process/issue court documents at a public counter; respond to telephone/counter inquiries; provide information to clients, legal profession etc.; prepare, issue/sign court orders; receive/review/process court orders; compose routine correspondence; operate cash register; collect fees; input/update cases on Court Computerized Systems; maintain filing systems.

QUALIFICATIONS:
Ability to learn court procedures, rules, acts, statutes, legislation. Knowledge of office procedures/practices, cash control practices; ability to handle cash and operate cash register; mathematical, organizational, interpersonal, communication, analytical skills; ability to use PC and related software such as MS Word/Excel and computerized systems; ability to set priorities. Training provided.

Competition: Client Services Representative
Attn: Sandra Madeira
Fax: (905) 693-4201
e-mail: Sandra.Madeira@jus.gov.on.ca

APPLICATIONS MUST BE RECEIVED BY:
January 27, 2006 by 5:00 P.M.

530 Sales Help & Agents

COME TO OUR JOB FAIR AND BEGIN A NEW CAREER OPPORTUNITIES EXIST
For
FULL-TIME and PART-TIME SALES ASSISTANTS
At Our Georgetown Location

If you're outgoing, enthusiastic and share our commitment to customer service, we'd like to have you on our team!

We offer you training, competitive wages, excellent benefits, a friendly and supportive environment. Retail experience an asset.

Come to our **JOB FAIR** and discuss your future career.
Thursday January 26th, 2006 - 9:00 am to 1:00 pm

JOB FAIR Location at 7-Eleven
333 Mountainview Road South
Georgetown
We are conducting on the spot interviews.

Actively Supporting Employment Equity
A Convenient Place To Work! Flexible Hours!

530 Sales Help & Agents

530 Sales Help & Agents

515 Skilled & Technical Help

CPI is a world leading high-tech electronics company that designs, manufactures, and markets worldwide a diverse range of products for diagnostic medical imaging and satellite communications for television, internet, and data transmission. As a result of our continued growth, we are looking for top talent to add to our teams.

General Machinist/ Tool & Die Maker

We are looking for a qualified general machinist/tool and die maker (journeyman level) experienced in all aspects of machining including lathe, milling, lapping, and grinding. You have detailed knowledge of the set-up and operation of standard machine tools and the ability to inspect final parts to 1/10 thou tolerances. Knowledge of making fine-machined parts, construction of EDM tooling, and plunge EDM set-up and operation is preferred.

In exchange for your talents, we offer a competitive package that includes a comprehensive range of benefits, a friendly and stimulating work environment with an in-house fitness facility, and the opportunity to apply your skills with an industry leader. We value all applicants; however, only those selected for interviews will be contacted.

Please apply to:
Human Resources Manager
CPI Canada Inc., 45 River Drive
Georgetown, ON L7G 2J4
Fax: (905) 877-2658
e-mail: hr@cmp.cpii.com
An equal opportunity employer. No agencies, please.

Communications & Power Industries

www.cpii.com/cmp

515 Skilled & Technical Help

515 Skilled & Technical Help

Georgetown Terminal Warehouses Ltd.
(a leading logistics provider in the book industry)

Has an immediate opening for the following position:

AFTERNOON SHIFT SUPERVISOR

Your self-starting, innovative, mature attributes will be a definite asset when supervising the activities of our afternoon shift operation.

Your management skills will work well in our team-based environment where employee contributions are appreciated.

Please forward your resume to:
Karen J. Hughes:
Fax: 905-873-6170
or e-mail: khughes@gtwcanada.com

Full Time in Milton area
Position requirement minimum 10 years of accounting experience, including accounts receivable, accounts payable, bank reconciliation and Accpac experience.

Submit salary expectation and resume to:
positionzz@yahoo.com
or attention Theresa 905-693-0155.

Fraser Direct has an immediate opening for a **FULL TIME ACCOUNTING CLERK**
High volume/fast pace environment. Monday - Friday, days. No students please. Forward resume including experience and accounting references to:
Email: humanresources@fraserdirect.ca
No phone calls please.

GEORGETOWN CHEVROLET INC.

SALES PROFESSIONALS
Please send your resume to:
dmaccrae@georgetownchev.com

2 GENERAL TECHNICIANS
Please send your resume to:
reng@georgetownchev.com

Or fax your resume to:
905-877-6946

INSIDE SALES REPRESENTATIVES
TELEQ Systems is seeking an individual to prospect assigned markets for audio, video and communication product sales. Create and evaluate customer communication needs. Require minimum 2 years of inside sales experience. Must have the ability to work independently and within a team environment. Exceptional telephone manner required.

Part-Time Sales Assistant (24 - 30 Hours)
TELEQ Systems is currently seeking a part-time employee to assist sales representatives with reception, courier administration, database entry and other office duties. Must have computer experience, strong customer service beliefs, strong communication skills.
Available 24-30 hours a week.
Fax to 905-456-3754 or email contact@teleqsystems.com

525 Office Help

ACCOUNTS RECEIVABLE
Fast paced Milton office requires an experienced **A/R CLERK**
Responsibilities include Telephone Reception and other general office duties.
Applicant must be detail oriented and possess excellent communication skills.

Please submit resume to:
Box 21A c/o The Canadian Champion
875 Main St. E. Unit 2 Milton, Ont. L9T 3Z3

525 Office Help

ACCOUNTANT
Growing IT company
Advanced skills in Simply Accounting including AR AP Inventory Payroll & Project Modules
Proficiency in Excel. Strong oral & written communication skills Located in SW Mississauga close to Milton border. Salary + Benefits

Please apply by e-mail
hrfinance@elmtechnologies.com

525 Office Help

CLASSIFIED

Welcome to the World of