



CONTROLLER

Reporting to the Chief Financial Officer, this position is responsible for directing, coordinating, maintaining, and controlling an accounting system that accurately reflects the financial position of the organization. In so doing, the Controller is responsible for organizing and coordinating the preparation of the financial budgets, internal and external financial reporting; directing and supervising all aspects of accounting including payroll, accounts payable, accounts receivables and collection; and serving as a resource to all of the organization's departments.

Primary duties of the Controller's position include: preparation of the monthly statements and annual statements; monthly analysis, investigating and reporting on differences between planned and actual financial results; establishing and reviewing material and labour overheads; departmental costing and cost allocations; audit working papers; corporate tax returns; OMERS reporting, implementing financial procedures process controls and reporting systems. Leading by example through the application of our Corporate Mission Statement in daily activities; planning and supervising of department activities including, hiring, training, monitoring, and motivating staff; and all such other duties as they pertain to the financial operations of the utility.

QUALIFICATIONS:

- A professional accounting designation together with a minimum of five (5) years of utility accounting experience in a management position;
- Demonstrated leadership and motivational capabilities with a commitment to continuous improvement, customer service, frontline leadership, and teamwork principles is necessary;
- Must possess superior interpersonal, problem-solving, organization and communication (verbal, written & presentation) skills together with the ability to maintain professional and effective working relationships with customers, staff and outside agencies;
- Must be able to maintain and develop accounting systems to meet the changing needs of the utility;
- Proven ability to multi-task in a fast paced environment and meet tight deadlines;
- Proficient with MS Office applications (Word & Excel & Access).

PREFERRED QUALIFICATIONS:

- Previous supervisory experience;
- Sound working knowledge of utility accounting and regulatory accounting procedures;

Halton Hills Hydro offers an excellent working environment, competitive compensation and benefits packages, pension plan, and opportunities for professional development.

Qualified applicants may forward their resume, in confidence, to:

hr@haltonhillshydro.com

CLOSING DATE: Friday December 3rd, 2010

Only those candidates considered for an interview will be contacted.



Purity Life Health Products is looking for a **Material Handler; afternoon shift**

Duties & Responsibilities:

Uses RF scanner to determine materials to be moved or restocked.; Move products from receiving locations to designated pick location or overflow location.; Loads and unloads materials onto or from pallet, trays, racks, and shelves by lift truck.; Loads materials into vehicles to move to appropriate stock location, consolidate product wherever possible.; Operates reach truck and order picker truck to assist in loading or moving materials and products.; Replenish products in adherence to SOP's and GMP's set out by the Quality Control department.; Participate in cycle counting.; Efficient use of carousel for replenishment purposes.; Other duties may be assigned.

Qualifications

Accurate mathematic skills; Experience with RF scanner; Valid Drivers license (DZ license an asset); Attention to detail; Reach Truck and Order Picker Truck Certification; Ability to work with little direction and within a team environment; Able to lift a minimum of 50 pounds

Please submit your resume to brianz@puritylife.com.

Purity Life Health Products is looking for a **Production Associate**

SUMMARY

Run bottling lines and form, fill and seal machines to package supplements.

Duties & Responsibilities. Other duties may be assigned.

Follow all internal GMPs and SOPs; Set up and running of form, fill & seal machine; Set up and running of bottling lines; Assembly of shipping cartons; Working in production rooms as needed

Qualifications

Must be mechanically inclined; Above average math skills; Reach truck certification; Ability to lift 50 lbs.; Able to climb stairs and lift product

To apply for this position, please forward resume to brianz@puritylife.com.

Superior Glove Works, leading manufacturer of work gloves has the following positions available:

Shipping/Picking: duties include picking orders/stock on a handheld computer and unloading trucks. Requires some heavy lifting. Forklift experience an asset.

Office Manager: duties include all general office work as well as accounting. Managerial and Customer Service experience an asset.

We will only contact those of interest. Mail, fax or email your resume to:

SUPERIOR GLOVE WORKS LTD.
36 Vimy Street,
Acton, ON L7J 1S1
Fax: 519-853-4496
email: sales@superiorglove.com

NO TELEPHONE CALLS PLEASE!

REPORTER/ PHOTOGRAPHER

Required for assignments. Must have computer/internet access and suitable camera. May include evening and weekend assignments.

Please submit resumes and samples of previous work (if available) to the attention of:

The Publisher
The New Tanner
Publishing Limited
373 Queen Street, E.
Acton ON L7J 2N2
or by email to angela.tyler@bellnet.ca



TANNER CLASSIFIEDS GET RESULTS
Call Marie
519-853-0051

CARRIERS WANTED
Tanners Dr.
(Hwy7 to Rennie)
Rennie
Nelles
No collecting!
Call Marie at 853-0051



FREE Photos With Santa Before the Santa Claus Parade

(photos to be picked up after the parade)

Saturday, November 20th

11 am - 1:00 pm

**At Roxy Coffee
6 Mill St. E.**

Sponsored by the Acton BIA & Roxy Coffee



Santa Claus Parade starts at 1:00 p.m.
Enjoy free complimentary hot apple cider along the parade route sponsored by Acton MacMillan's Gourmet Frozen Foods