

150 Sales Help

An Agent of State Farm Insurance, in Milton requires a full time

MARKETING/SALES/SERVICE REPRESENTATIVE

The ideal candidate will possess:

- A post secondary degree/diploma (preferable)
- Strong communication, organizational and customer service skills
- Flexibility with work schedule
- Basic computer skills
- **Must** be able to achieve Provincial Licensing requirements

We offer a competitive Salary & Bonus structure and a continuous Learning environment.

Please fax a Cover letter & Resume by April 22, 1999, to:
Fax: (905)277-9167
We thank all applicants, however only those selected for an interview will be contacted.

150 Sales Help

150 Sales Help

155 Skilled Help

TRANSMISSION RE & RE person wanted. Experience required. Full time. Milton. 905-878-8156.

160 Office Help

DEBT RECOVERY
 We want the best. Seeking exp'd A/R & collection staff for career positions. Degree/ diploma required. Bilingualism an asset. Excellent wages & potential for advancement.
Fax: Mr. Sparks (905) 639-0553

155 Skilled Help



Program Manager (File #59)

To be considered you must be licensed to practice in the Province of Ontario, and possess a Bachelor of Science in a health related discipline plus have 3 to 5 years management experience, or equivalent in education and experience. As a Program Manager, you will:

- monitor and assign the workload of staff
- provide direction to staff to ensure efficient and effective case management, service provision, adherence to eligibility criteria, and policy and procedures, all within a multidisciplinary approach
- assist with the recruitment, selection, orientation, performance management, and evaluation of assigned staff
- interpret the CCAC mandate and role of staff to clients, families, physicians, service providers and other health care professionals, agencies and the public at large
- other special projects and duties as assigned

155 Skilled Help

THE COMMUNITY CARE ACCESS CENTRE (CCAC) OF HALTON
 The Community Care Access Centre (CCAC) of Halton seeks a number of highly skilled, motivated and client oriented individuals to join their team. The positions available are:

Case Managers (File #60)

Day, Evening and/or Weekend shifts / Full-time, Part-time, and Casual Relief
 To be considered you must be licensed to practice in the Province of Ontario, and possess a Bachelor of Science in a health related discipline plus have 1 to 3 years' community experience, or the equivalent in education and experience. Fluency in another language, in addition to English, is a definite asset. You will:

- determine eligibility and assess needs of clients
- arrange for and ensure co-ordinated service delivery to clients
- act as a liaison for the program with various community service/agencies/professionals
- provide continued evaluation to determine ongoing needs and appropriate use of services
- arrange and/or participate in staff and agency meetings
- other related duties as required

155 Skilled Help

To be considered for any of the above opportunities, please forward your resume by April 26th, 1999, quoting the applicable file #, to:

CCAC of Halton
Attention: Wanda Goslin, Human Resources Manager
440 Elizabeth Street, 4th Floor, Burlington ON L7R 2M1
Fax: (905) 639-5320 * Email: goslinw@ccac-halton.on.ca
Note: Although your response is appreciated, only those applicants under consideration will be contacted.

155 Skilled Help

WELCOME WAGON
 SINCE 1930

- New in town?
- Getting married in 3 months or more?
- Having a baby?
- Establishing a new business?

PLEASE CALL US:
Community Welcome
 Linda 854-1563
 Marilyn 875-0519
Bridal
 Shirley 878-7046
Baby
 Tracy L. 876-4330
Business/Professional
 Pat 876-4040

PART-TIME SALESPERSON

We are looking for salespeople with retail experience, a flair for decorating and a strong commitment to customer service. You'll be involved in all aspects of store operations with some heavy lifting required. Wholesale experience an asset. We provide a competitive compensation and benefits package.

Please fax your resume in confidence to:
 Sarah, (905) 336-8711

160 Office Help

Local contracting company requires part-time office manager. Knowledge of simple Accounting and Microsoft Office essential. Duties will include quotation preparation, invoicing, payroll, costing and organizational work. Part-time flexible work hours 15-30 hours per week. Please submit resume with references and pay expectations to:

P.O. Box 2313
c/o The Canadian Champion
191 Main St. E,
Milton, Ontario L9T 4N9

160 Office Help

155 Skilled Help

HELP WANTED

We are looking for a self-starter who is willing to be trained in Memorial Design and other aspects of memorial production. The successful applicant will, once the initial training is complete, be further trained in computer design (cad) procedures. When both phases of the training are complete the applicant would split his or her time plant production and the computer design department. Transportation is a necessity.

Contact by mail or fax only:
Creative Memorials Ltd.
190 Ontario Street South
Milton, Ontario L9T 2M9
Fax number 905-878-0072

155 Skilled Help

SENIOR ACCOUNTING ADMINISTRATOR BRAMPTON

Champion Road Machinery Sales is a leading distributor of quality road construction and maintenance equipment in Ontario. We have an immediate opening for a Senior Accounting Administrator. Reporting to the Controller the position is responsible for bank reconciliation, management of notes receivable including lien registration and discharge, accounts payable disbursement and cash flow forecasting. We are looking for a self-motivated individual capable of working in a team environment or independently.

The successful candidate will be a university graduate or CMA 3rd year student who has been involved with credit collection and cash flow forecasting, and three years related account experience. Excellent mainframe and PC (Excel) skills are essential.

Champion offers competitive wages and a fully paid benefits package.

Fax resume to:
Cathy Common
FAX: (905)791-8885

ARC Industries, a packaging and assembly service within a sheltered workshop setting requires:

MARKETING and SALES COORDINATOR

As a diverse business specializing in labour intensive custom packaging, labeling, mailing, collation and product modification, we require a full-time coordinator who is energetic, creative and motivated self-starter to obtain, maintain and expand the sales and contracts for ARC Industries, a sheltered workshop for adults with intellectual handicaps. Qualifications include proven and demonstrated experience in marketing, sales, contract procurement, and familiarity of the challenges of operating a sheltered workshop within a competitive business environment. Please forward resume and salary expectation no later than May 7/99, to:

Human Resources, 3057 Mainway Drive
Burlington, Ontario L7M 1A1 • Fax: 335-9919
 ARC Industries is proudly owned and operated by the Burlington Association for the Intellectually Handicapped

222 Auto Services

BILL'S AUTO BODY SHOP
Working Harder to stay #1
 Complete auto body and refinishing services
 155 Nipissing Rd., Milton
(905) 878-2721

222 Auto Services

230 Vehicles For Sale

SALES & LEASING NEW & USED
410 STEELES AVE.
A FAMILY BUSINESS WITH FAMILY VALUES
 WE — BUY — SELL — LEASE
LARGEST SELECTION OF USED VEHICLES IN MILTON
875-2277

230 Vehicles For Sale

Make it RICHARDSON CHEVROLET OLDSMOBILE
 To lease or purchase your car or truck
Hwy 25 S. at Derry Rd.
878-2393

ELECTRICIANS

Local contractor requires apprentices and electricians for industrial work.

Fax resume to (905) 875-0285

165 Hospital Medical

DENTAL OFFICE OPPORTUNITY
 We have a Part Time position available for an experienced Receptionist in our general family practice. Our ideal candidate would possess a knowledge of Abel Software as well as excellent interpersonal communication skills. **Fax 878-0557. Dr. Paul Cassin, 106 Wakefield Rd., Milton. L9T 2L8.**

165 Hospital Medical

170 Daycare
LOOKING for quality childcare. Contact Halton Childcare Registry for free customized list. 905-875-0235.

165 Hospital Medical

RECEPTIONIST Part-Time
 A well established Ford dealership has an opening for evening P/T Receptionist. Duties include: switchboard operation, some minor office duties. Interested applicants (student preferred for year round employment) call:
Cathy Sanci at 844-3273

165 Hospital Medical

Join our Exciting Health Care Team!
P/T Registered Physiotherapist with 3 years exp. in out-patient orthopedics or related area. Resumes to: Fax: (905) 681-9518 Tel: (905) 681-8200 BURLINGTON REHAB SERVICES Physiotherapy and Wellness Centre

165 Hospital Medical

R.N. Wanted
 Milton resident, retired or looking to get back into the work force on a part-time basis. Must have blood drawing abilities. Car essential. (RN's seeking full-time need not apply.)
 CALL IRENE LOVE, (905)335-8783

170 Daycare

210 Personal
ADAPT now offers outpatient treatment for problem gambling. For an appointment call 693-4250 or 639-6537.

230 Vehicles For Sale

1990 AUTO FORD F150 Pick Up. V8, 133 km. A/C, certified. Asking \$4,500. O.B.O. Call between 9 a.m. - 5 p.m., 878-4149.

Busy automotive repair shop requires:
1st or 2nd Year Auto Repair Apprentice or Licensed Mechanic
 Must be outgoing, self-motivated, have excellent communications skills, and be eager to learn.
Experienced Service Advisor
 Computer skills necessary, knowledge of Pace Auto System an asset but not necessary. Other duties incl: writing repair estimates; communicating effectively with customers and technicians; cashier duties, etc. Must be customer friendly, bondable, organized and have excellent communication skills.
 We have been providing competitive wages and benefits in a friendly family-owned business with over 30 years of service to the Oakville community.
APPLY IN PERSON, WITH REFERENCES, TO:
Eastside Auto Service Limited
573 Chartwell Road Oakville
Tel: (905) 844-9641

160 Office Help

Georgetown Terminal Warehouse requires a **JUNIOR ACCOUNTS RECEIVABLE CLERK**
 With excellent customer service skills. You are organized, accurate, proficient in PC applications (Accpac), deadline driven and possess 1-2 years recent AR experience including reconciling accounts.
Fax immediately to 905-873-6170

160 Office Help

ROYAL LEPAGE requires **1 PERMANENT PART-TIME RECEPTIONIST** (Evenings & weekends)
 Previous reception exp. a definite asset. Computer literate with good typing skills. All responses will be treated with the utmost confidentiality.
 Please drop off, or fax resume:
Attn: Kelley Kirk
326 Lakeshore Road E., Oakville
Fax: (905) 845-2052
Only those selected for interview will be contacted.

165 Hospital Medical

Olsten Services
VISITING NURSING OPPORTUNITIES
 Halton Region
 Evening/ Weekend hours available. Experience and flexibility an asset.
 Please fax resumes to Susan Ash
(905)-896-8353

165 Hospital Medical

RN-O.R./Recovery room experience essential for Oral & Plastic Surgery Office. Casual part time only. Send resume to the Mississauga News, Box 3887, 3145 Wolfedale Road, Mississauga, L5C 3A9.

226 Vehicles Wanted
\$3000-\$35, Cars wanted. 905-457-5713. Stop car theft, sell to licensed recycler. 905-457-5713.

246 Vehicle Storage
VEHICLE STORAGE: Milton area. Clean, dry, secure. Call 878-7496, evenings.
253 Mortgages
MORTGAGES, Low rates. No fees to qualified borrowers. Self employed? We can help! The Personal Mortgage Group. Richard, 905-336-9966.

246 Vehicle Storage

Looking to sell a vehicle, look towards
The Canadian Champion