LEASING CLERK

A well-established Ford Dealership has an immediate

opening for a Leasing Clerk. Duties will include

preparation of leasing contracts and documents,

accounting journal entries, accounts receivable and

collection, fleet sales paperwork, and other miscella-

We offer a competitive salary and benefits package

for the right applicant. Interested applicants please

OAK-LAND LINCOLN MERCURY

570 Trafalgar Rd., Oakville L6J 3J2

Fax (905)-844-4472 (no phone calls)

Attn: Roger Durfy, Leasing Manager

Sales/Business Opportunity

PrismCareTM Hand Care Products to business.

If you are a sales professional with an entre-

preneurial spirit, you owe it to yourself to

explore the exciting full-time of part-time

Please fax resume to:

Attn: Felix Borges

or Fax (905) 337-0328

or Call (905) 337-1874

Retail Sales Clerk

24 hrs/wk, Days

Harris Stationery Limited

182 Main St. Milton

Apply in person with Resume

to Mr. Steve Bonin

DESIGNER /

SALESPERSON

Oakville's most up to date retail showroom is seeking

an experienced, qualified, professional kitchen and

bath designer/ salesperson to help handle our in-

creased volume. Mid to high end cabinetry, high vo-

lume, busy showroom. Top commissions paid. 20/20

OAKVILLE KITCHEN CENTRE

599 Third Line, Oakville, ON L6L 4A8

computer design a plus. Send resume to:

opportunities we have to offer.

We are looking for Independent Sales

enzyme based PrismCare™ Restroom

Deodoring Products and our premium

Agents/Distributors to market our natural

150

Sales

Help

neous duties. Basic computer knowledge required.

forward or fax your resume to:

Prism

Chemicals

150

Sales

Help

155 Skilled Help

155 Skilled Help

160

Office Help



We are a full maintenance lease company, specializing in Class 7 and 8 units. Due to continued growth we require:

 Licensed Class "A" **Heavy Truck Mechanics**

Applicants must have a minimum 5 years experience.

 Mobile Mechanics with truck and trailer experience to operate new service trucks

 Reefer Mechanics with 3 to 5 years experience

 Wash Bay Personnel Full and Part-time positions available for all positions

If you are interested in joining a growing company that provides top wages, benefits and flexible working conditions please call our Service Dept. 905-693-0505 or Fax Resume to

(10) QA LINE & RELEASE TECH. & (3) PRODUCTION TEAM LEADER

Dave Thomas at (905) 693-9157

Must have: Good command of the English Language

 Attention to details Excellent math skills, min. grade 12

Working knowledge of computers

Able to manage multiple tasks

 Team player Must be able to work 3 shifts

Fax resume to (905)-678-3472 or mail resume to: TALON CUSTOMIZING HOUSE LTD.

7699 Bath Rd., Mississauga, ON L4T 3T1 Attn: J. deHaan for QA and C. Barton for Production

Office Help

160 Office Help

PART TIME OFFICE CLERK Medium size, fast paced small business

requires a General Office Clerk. Duties will include: Answering telephones, typing, assisting management in various roles. This is a part time position with competitive compensation. Experience with PC's, Internet, office software is required. Apply in writing to:

MTM Group 440 Harrop Dr., Milton, ON L9T 3H2 Fax: 905-875-3225

ACCOUNTING DEPARTMENT

One full-time Accounts Payable Clerk

One full-time Accounting Personnel

One part-time accounting personnel.

Attractive salary, employee benefits. Must be

computer literate and be customer oriented to

work in a very busy but pleasant atmosphere.

Reply outlining qualifications, past experience

Resumes will be accepted until July 16, 1999.

Fax: 905-875-3802

BOOKKEEPER/ ADMIN ASSISTANT

Bookkeeper/ Admin. Assist. with general accounting

knowledge is required immediately for Social Service

Agency in Burlington. It is essential that applicants

have experience and sound knowledge of AccPac

Plus-GL, and Microsoft Office. Must have a valid

We thank all applicants, but only those selected for an

VENTRA GROUP INC., an international, dynamic,

rapidly growing automotive manufacturing company

ENTRY LEVEL POSITION

opening at their corporate office located in Oakville.

Ventra Group is a public company with 26 facilities

worldwide. Requirements for this position include:

university or equivalent, fluent in German and/ or

Spanish, working knowledge of Windows '95/ Office

'97 or its equivalent and a min. of three years office

experience. This is an opportunity to join a company

Fax resume attention Yvette Alonso

(905) 338-6632

No calls or personal applications will be accepted.

Only those accepted for interviews will be contacted.

with lots of opportunity & growth potential.

listed in the Financial Post 500 has an immediate

Please submit your resume by June 30, 1999 to:

drivers license and access to a vehicle.

Executive Director - Summit House

Fax: (905)-333-6782

interview will be contacted.

Long established Milton company requires:

All applicants must have at least 3 years

accounting experience.

and references.

COMPUTER SALES

Fast growing company requires an inside sales rep. Knowledge or Compaq/HP/Cisco products would be an asset. Requires configuring and quoting solutions, occasional customer visits, and other administrative functions.

Please fax resume to: Strategic Concepts, (905) 814-8841 or www.strategic.ca

BECKIM LTD., Sears authorized dealer requires part time Sales Associate for major appliances and lawn & garden. We will train. Drop resumes at Sears, Milton. 1-100 Nipissing Road, Milton.

Skilled Help

Skilled Help



Due to our growing size we are currently seeking a LICENCED TECHNICIAN

Please contact Larry Gibson 878-1672

WANTED

Licensed Trailer mechanic to start immediately for established firm. Wages based upon experience.

> No Phone Calls. Please fax resume to (905) 878-6937

NEEDED - Fitter-Welders, Mig & Tig aluminum, as well as custom work. 1-800-668-7134, ext. 141.

Junior/Intermediate

Office Help

manufacturer of high performance protective coatings. We are seeking a

SALES SUPPORT SECRETARY

to join our team. This person will provide product and service excellence by as-

sisting our sales, marketing, and customer service teams carry out their corporate

and daily departmental objectives. A diploma or certificate in business adminis-

compensation package. Interested candidates should forward their resume to:

Madison Chemical Industries Inc.

We thank all applicants, however, only those who are selected for

an interview will be contacted

Human Resources

Fax (905) 878-1449

CPL GYSTEMS

490 McGeachie Drive

Milton, Ontario L9T 3Y5

Chemical Industries Inc. is North America's fastest growing

Accountant 2nd or 3rd level CGA or equivalent:

communication, organizational, and PC skills.

for small fast-growing company, with entrepreneurial environment. If you thrive on change, are very flexible and "hands-on", you will enjoy this opportunity. A solid grasp of basic accounting is required; experience in payroll, accounts receivable and credit would be an asset. Reporting to the financial manager, responsibilities include: day-to-day bookkeeping/ accounting, A/R collections, Invoicing, Payroll back-up (including full payroll responsibility for maternity leave Oct. '99 - Mar. '00), and Account reconciliation for several companies.

CPL Systems is an organization that encourages and supports personal and professional growth.

To pursue this opportunity please fax your resume to: K. Bocking at (905) 875-2125

WANTED—All around office person with excellent computer skills. Excel Accpac WordPerfect order processing, shipping, inventory, etc. Must be able to work under pressure. Send resumes to: Elton Mfg.., 886 Nipissing road, Milton L9T 4Z9.

166 Careers Careers

TECHNOLOGY CORPORATION

HelpDESK Technology Corporation is North America's fastest growing developer of help desk software applications. Our clients include Fortune 500 companies, hospitals, financial institutions, communication giants, all branches of the armed forces and The Executive Office of the President of the United States.

Located in Oakville, we require a:

WebMaster

The selected candidate will be responsible for

aspects of our corporate internet site, including:

- Overall graphic design and layout Creating and maintaining HTML pages
- Graphic creation and manipulation Maintenance of NT/IIS Web Server
- Site optimization from a bandwidth standpoint Assisting in the redesign of the Web Interface for our help desk product

E-mail your resume & salary expectations to: webmaster@helpstar.com Visit our website at: www.helpstar.com

Daycare

160

Office Help

BABYSITTING available in my home. No pets. Non-smoker. 693-

EXPERIENCED care, Mother of two. Creative crafts, outings, nutritious lunches, babies welcome. 0620.

175 Domestic

EXPERIENCED cleaning lady available. Quality cleaning. Reasonable rates. References available. Call Debbie, after 6, 875-2085.

210 Personal

PREGNANT? Decisions to make? Call us we're here to listen. 875-1245.

220 Transportation

needed CAR pool Oakville to Acton (Dundas). willing to pay part of the gas. Paula, 905-703-0771.

LOOKING for Kitchener/Waterloo commuter for rides. Will pay gas. Phone 693-9187.

226 Vehicles Wanted

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

PLEASE RECYCLE THIS PAPER

CHARTERED ACCOUNTING? LOVE PUBLIC PRACTICE? TIRED OF THE BIG CITY?

Look no further. Horne & Co. is a five partner firm in beautiful Burlington, Ontario which for 60 years has been committed to helping our clients operate extraordinary businesses.

We require several new team members who: · have their C.A. designation or are interested in a career as a

chartered accountant or may be an experienced non-degree accounting technician

- demonstrate great communication skills
- plan a long-term career in public accounting
- have their own entrepreneurial spirit
- · derive personal satisfaction from helping small, medium and large private companies and individuals grow their business want to make a competitive remuneration package

What we don't require are:

- · weekends when you should be with family or friends in excess of 1,750 chargeable hours
- sitting in traffic to or from the office
- · waiting for the elevator when you finally get there
- having to pay for parking a suit 5 days of the week

If you are ready to think about the benefits of these working conditions, please forward you resume to:

HORNE & CO. CHARTERED ACCOUNTANTS

855 BRANT STREET BURLINGTON, ON L7R 2J6 Attn: Mr. Gord McNiven, Partner FAX: (905) 632-4034

tration and related experience are requirements of this position, as well as superior We offer attractive career growth opportunities along with a competitive

Careers

INFORMATION TECHNOLOGY LeBlanc Ltd., a leader in the telecommunications and broadcast industry is looking for a professional, energetic individual with a solid background in computer technology to oversee the day to day operations of its IT department.

Careers

LeBLANC

The ideal candidate should have a minimum of 10 years related business experience with 3 or more years at a supervisory or managerial level. Sound knowledge of LANs, WANs, Unix, NT, MRP, system security and telephony is required.

Strong analytical, leadership and organizational skills combined with the ability to manage multiple projects and deal with people of all levels within the organization is also a must.

Interested candidates should send their resumes in confidence to:

LeBLANC Ltd.

461 Cornwall Rd., P.O. Box 880 Oakville, Ontario, L6J 5C5 Ref: ITPosition Fax: (905) 844-8837

LeBlanc is an Equal Opportunity Employer Only those applicants that are granted interviews will be contacted.

BATTLEFIELD **EQUIPMENT RENTALS**

One of Canada's Premier Construction Equipment Rental Service Company's requires a

Rental Counter Representative The Burlington branch of Battlefield Equip-

ment Rentals has an opening for a Rental Counter Representative. This challenging position requires a self-

motivated, highly enthusiastic and personable individual, offering a varied opportunity to daily routine. Must be able to work independently and have a working knowledge of computers. The hours will be long but the rewards are

great. We offer excellent compensation, benefits and a pension plan. Join our team by sending your resume, stating salary expectations, in confidence:

RE: Human Resource Dept.-Burlington BATTLEFIELD EQUIPMENT

> Burlington, ON L7L 4X1 Fax# 905-333-1145 NO PHONE CALLS PLEASE

those candidates selected for interviews

230 Vehicles For Sale

1970 CHEVY Nova, 6 cylinder, 2 door, body great shape, needs brakes, trunk pan, exproject cellent O.b.O. \$1,600.

1989 Chev S10 Tahoe, Certified. Phone 878-

FORD F150, auto., V6, 28,000 miles and full size \$26,000. 878-7343.

Business Opportunities ENTREPRENEURS.

250

Parttime/fulltime to offer innovative legal coverage. Commi\$\$ion\$ paid daily. Training provided. Taped message, 888-290-4494.

280 Wanted To Rent

HOUSE or T.H. in Milton for August 1 or earlier. Refs. available (519) 766-9270.

285 For Rent

3 BEDROOM bungalow available August. Non-smoker preferred. \$1,100. + utilities. 878-2670.

RENTALS 4401 Harvester Road

We thank everyone who applies; only

will be contacted.

For Rent COUNTRY home 3

bdrms., 4th Line, N. of Hwy. 5, \$1,000/mth. + utilities. Horse OK. 905 613-359-693-1208, 5842.

Apartment For Rent

2 BEDROOM apt. available, July 1 '99. Downtown Milton. Please call after 6. (905) 878-8007.

ACTON, 3 bedroom Victorian semi \$1,000. Large 2 bedroom apartment w/basement, \$725 plus utilities. 519-853-5080 or 519-853-5352.

AVAILABLE July 1. 2 Bedroom Apartment. \$920 accept for cable & phone. Call 905-693-9658.

DOWNTOWN Milton one bedroom, upstairs apt. No pets \$575 + utilities. Available August. 875-0935.

LARGE 3 Bedroom Apartment. \$900/month + utilities. No pets. 878-3489.