

145
General Help

145
General Help

THE GREAT CANADIAN
BAGEL

**NOW HIRING
FULLTIME:**

**BAKER • SUPERVISOR
COUNTER STAFF**(Days: Mon.-Fri.)
Please apply in person with resume to:
THE GREAT CANADIAN BAGEL
at Mapleview Mall
or Fax resume to (905) 631-1098

**HAIRSTYLISTS
WANTED**

- Excellent wage & benefit package
- Guaranteed hourly and commission starting at 40%
- Full & part time
- Flexible working hours
- Busy locations
- Equipment provided
- No clientele required
- Advanced training provided

Please call or submit resume at:
400 Main St. MILTON
876-1976 OR 319-3155

First Choice Hair Cutters

**Entry Level Invoicing / Stock
Control Clerk**

Leading Wholesale distributor in Milton area presently accepting resumes in their invoicing / stock control department. Must have previous experience in a computerized environment and be detail oriented. Own transportation required.

Please fax resume to:
Connie (905) 854-6104

155
Skilled Help

155
Skilled Help

Due to continued growth, a QS-9000 registered major metal stamping facility serving the automotive industry currently has opportunities for:

TOOL & DIE MAKERS

Experienced tool and die makers are required to work on progress dies in our new plant located in Oakville.
We offer a competitive wage and benefit package.

Please fax your resume to:
F.K. PETERSON TOOL MFG. CO. LTD.
1333 CORNWALL RD.,
OAKVILLE, ONTARIO, L6J 7T5
Fax: 905-842-9015

PCL Plastics Corporation, a manufacturer of Linear Low Density plastic bags for the grocery, retail and specialty carry out markets as well as garbage bags for the retail and industrial markets in North America has an opportunity for

**MAINTENANCE TECHNICIAN
(ELECTRICIAN)**

Hours of Work: 12 hr continental shift, Mon-Sun
Rate: \$ 19.73/hr Plus Shift & Weekend Premiums & trade allowance \$1.25

- Qualifications:**
- Valid Ontario Trade Licence.
 - Excellent written and verbal communication skills.
 - Good computer skills.
 - Demonstrated mechanical aptitude & ability.

Mail resume to attention Mike Wildes:
PCL 2300 Speers Rd,
PLASTICS CORPORATION Oakville, ON
L6L 2X8
NO PHONE CALLS PLEASE

185 Employment
Wanted

185 Employment
Wanted

MY skill set. Could I make use of them in your workplace?
Proficient Coordinator, Systematic Evaluation, Teamwork, Project Planning, Accomplished Instructor, Effective Communicator, Innovative, Practical Organization, Established Procedures, Motivational Leadership, Trouble Shooting, Intervention Strategies. Contact
cpw@canoe.ca 905-875-1813

150
Sales Help

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Sales Help

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Sales Help

EXPERIENCED SALES PEOPLE

Kerr Cadillac, Pontiac, Buick GMC
is looking for

TWO SALESPeOPLE!

Our 29 year history has given us an outstanding reputation and an increasing market to work with. If you have retail experience we would like to talk to you. You have a desire to excel and build a career with a top performing company in an exciting environment.

Call Jack Rudnicki
or Bob Paul
at (905) 845-1681



155
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CanRoof Corporation Inc., an established roofing manufacturer, requires people for its Brampton plant. The plant produces industrial roofing insulation in a fast paced, highly automated environment.

CONTRACT DRAFTSPERSON

This is a 3 to 6 month contract position. Working in a team environment, you are able to compose reports and correspondence. Your AutoCAD skills will be applied preparing complex original drawings, layouts, and diagrams. You are a recent graduate of a recognized engineering technician program with practical mechanical aptitude. Your working knowledge of ISO 9002 standards will be an asset.



Send resumes to:
Eric Prydatok
H.R. Coordinator
CanRoof Corporation Inc.
Fax: 416-461-2926

Visit our web site www.iko.com. Only people selected for interview will be contacted. No telephone calls please.

**ELECTRONIC
SERVICE TECHNICIAN**

We are a Georgetown based company and are looking to expand our Service Department. The successful candidate will be servicing microprocessor based UHF/VHF radio remote control products. Experience with trouble shooting and repair to component level required. Also good customer and team related skill needed.

Please forward resume with salary expectations to:

Cattron Controls Ltd
150 Armstrong Ave., Unit 5 & 6
Georgetown, Ont. L7G 5G8
Email: wfreed@cattron.com

JOBS AVAILABLE NOW!

PRODUCTION TECHNICIANS

- Full-time Temp to Perm.
- 12.50-\$13.25 Hour
- Days & Afternoon Shifts
- Fast-paced Safe Environment
- Uniforms/Training Provided

Fax: (905) 876-7212 Call : (905) 876-7214
ATTN: RECRUITING
8205 PARKHILL DRIVE
MILTON, ON L9T 5G8

**JOHNSON
CONTROLS**

160
Office Help

160
Office Help

160
Office Help

a new world at work.

Adecco

EXCELLENT OFFICE OPPORTUNITIES
Adecco is currently recruiting for qualified candidates searching for contract and temp-perm positions.

FILE CLERKS: \$9-\$10/hr. Organizational skills required.

DATA ENTRY CLERKS: \$11-\$13/hr. min. of 6000 keystrokes. Word and Excel is an asset.

A/P CLERKS: \$11-\$14/hr. Must know Word and Excel.

RECEPTIONIST: \$12-\$13/hr.
Must know Word and Excel.

ADMINISTRATIVE ASSISTANT: \$12-\$15/hr.
Must know Word and Excel.
Minimum six months experience required.

All interested applicants must fax resume to Adecco.

Fax: (905) 842-6468
Phone: (905) 842-5173

166
Careers

166
Careers

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Careers

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Careers

INVEST IN YOUR FUTURE WITH AGF

AGF Management Limited is an innovative Canadian mutual fund and investment management company that has helped Canadians achieve personal financial goals for more than 40 years. With over \$25 billion in managed assets, we serve more than 800,000 investors through a range of award-winning fund and retirement solutions. We are seeking motivated team players to fill the following part-time and contract positions in our Toronto and Oakville locations:

**CLIENT ADMINISTRATION
REPRESENTATIVES**

Reporting to the Supervisor, Client Administration, you will enter and verify client requests into AGF's information systems. The processing environment requires concentration as you will make several detailed processing decisions to ensure accuracy and completeness. You are able to navigate in a Windows environment and are willing to be coached for success. You will be able to work flexible hours including: evenings, weekends and overtime. You possess excellent oral and written communication skills. Knowledge of the financial services industry, especially mutual funds, is a definite asset.

CLIENT SERVICE REPRESENTATIVES

Reporting to the Coordinator, Client Services, you will respond primarily to telephone inquiries from Head Office and Sales Representatives, as well as perform data entry. You are able to navigate in a Windows environment, you have a great client service mentality and you are willing to be coached for success. You will be able to work flexible hours, including overtime. You possess superior oral and written communication skills, as well as Client Service experience. Knowledge of the financial services industry is an asset but not required.

AGF also has the following exciting positions available:

Bilingual (French and English) Client Administration Representatives
Bilingual (French and English) Client Service Representatives

Qualified candidates should indicate their preferred location and position, and forward their resume to:

AGF Management Limited,
Human Resources Dept., P.O. Box 50,
TD Bank Tower,
Toronto, Ontario, M5K 1E9
FAX: (416) 865-4189
or apply on-line at www.agf.com/careers



What are you doing after work?

Make a Difference!

We are a well-established three-partner firm in Mississauga, looking for individuals who will help take us to the next level of growth and client service.

Staff Accountant

This position requires a well-rounded, highly professional individual with excellent communication skills and at least three years of post university experience in dealing with owner managed companies. Individual candidate should be competent in both CaseWare, CaseView, TaxPrep and Microsoft products. Responsibilities will include management of a portfolio of clients, file preparation, financial statement preparation, income tax review and a client relationship management.

Bookkeeper

We require an experienced bookkeeper to handle monthly and quarterly accounting duties for corporate clients. Responsibilities include preparation of financial statements, payroll, GST returns, PST returns and WSIB. Extensive experience with a common accounting software packages such as QuickBooks, Simply Accounting, MYOB and ACCPAC is essential and an exposure to CaseWare would be a definite asset.

If you thrive in an entrepreneurial environment, enjoy working with owner-manager companies and have a strong desire to contribute energy and ideas to a dynamic growing practice, we invite you to talk to us. Please send your resume by fax or email, in confidence to:

Farnham Seaton, Chartered Accountants
Fax: (905) 270-8000
E-mail: bjs@farnhamseaton.com

160
Office Help

160
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RECEPTIONIST

Busy administration office located in Milton requires an energetic full-time receptionist.

Responsibilities to include:

- Reception
- Typing
- Shipping & receiving of material
- General office duties as assigned

Must have computer experience, MS Office, Corel Wordperfect, and a pleasant telephone mannerism.

Please respond by Fax or in Person to:

Sulco Industries Ltd.
264 Bronte St.S. Unit #13
Milton, Ontario L9T 5A3
Fax: (905)876-4676

(No phone calls will be accepted)

Office Manager

Self Storage Facility in Mississauga requires a flexible outgoing individual, fluent in English with pleasant phone manner, well organized, customer service and office administration a must. Sales experience an asset, includes some weekends.

Call: (905) 567-2932

**Fax 876-2364
to list your
classified**

160 Office Help

**Secretary/
Receptionist**

Required approx. 15 hrs/wk for busy Oak. chiropractic office. Some evening/morning hours necessary. Must be computer literate. Drop off resume to:
Halton
Chiropractic Clinic,
250 Wycroft Rd.,
Suite #5, Oakville

165
Hospital, Medical

COMCARE

HEALTH SERVICES
Accredited by the Canadian Council on Health Accreditation Services is

NOW RECRUITING:
PSWs • HCAs
HSWs Lvl 1, 2 & 3
RNs • RPNs

Those interested in taking Comcare's Home Support Lvl 1 Course qualify for employment with Comcare.
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Tel: (905) 637-5271
Fax: (905) 634-4661