145 General Help

RICHARDSON CHEVROLET OLDSMOBILE

Due to a Dramatic Increase in Business We are currently accepting applications for the following positions:

Full Time
Automotive Sales Representative
Experience preferred but not essential. Excellent compensation plan & company benefits.

Part Time Receptionist, Cashier & Customer Relations Representative
Must have excellent communication skills and be available evenings & Saturdays.

Please fax resume to 878-4443 and call 878-2393 for interview appointment.

PART TIME MAINTENANCE PERSON
(Weekend Hours)

Milton Mall is looking for a hard worker, bondable, responsible, with good public relation skills & enjoys working with others. Duties include janitorial and general maintenance.

Qualified applicants may drop off resume at **Mall Management Office** or Fax to **878-8792**

FIFTH WHEEL TRUCK STOPS

Are you an energetic person, wanting to work in a fast paced environment? We are currently accepting applications for the following:

F/T.P/T Short Order Cooks
P/T Waiters/Waitresses
F/T 11 P.M.-7 A.M. Dishwasher
P/T Store Clerks
F/T.P/T Fuel Bar Cashiers

Apply in person: Fifth Wheel Truck Stop
40 Chisholm Dr., Milton

Tim Hortons

COUNTER HELP REQUIRED - day, afternoon & overnight shifts
CAKE DECORATOR/KITCHEN STAFF
Will train. Paid training. Uniforms supplied. Renumeration based on experience.
Apply in person.
8501 Hwy. 25 North, Milton
575 Ontario St., Milton
80 Market Drive, Milton

ENJOY TEACHING
Without the Hassles!

If you love kids and want to teach in a friendly & professional atmosphere then contact
Chisholm Centre

FULL & PART-TIME TEACHING POSITIONS:
- ❒ Secondary Math, Science & English
- ❒ Elementary Mathematics & Language Arts
- ❒ Program Writing and Supervision

Detailed Resume to:
Chisholm Centre Human Resources
440 Inglehart St. N., Oakville ON L6J 3J6
Fax: 844-7321 • **email**: chisholmcentre@sprint.ca
Website: www.chisholmcentre.com

CONDO PROPERTY MANAGER

As the largest and fastest growing condominium management company in this area. Greenwin Management is again expanding and we are looking for an experienced and proactive individual to manage a portfolio of condominium clients in the Burlington/ Hamilton area.

Fax your resume to Jim Bezemer
Greenwin Management @ 547-5080

TV/FILM AUDITIONS
ACTORS WANTED
Adults & Kids (2 & Up) needed for TV & Film Assignments.
No fees, No Courses.
Call (416) 221-3829

150 Sales Help

StClair
the paint and paper people
475 Main Street East

Requires part time salespeople.
Flexible hours available.
Please apply in person with resume.

HUNT CHRYSLER JEEP
SMALL STORE WITH BIG TRAFFIC
is looking for
EXPERIENCED
SALES PEOPLE

To join our Sales Force **IMMEDIATELY**.
If you **have experience** and **want to make money**, we need you now.

We offer:
- **Advertising support**
- **Combined new and used sales**
- **Company demo**
- **Health benefits**

Please call
905-876-2580
Ask for Wes

155 Skilled Help

GENERAL TECHNICIAN
Busy, growing G.M. Dealership in Milton requires experienced G.M. trained or Class "A" Mechanic.
- New G.M. image facility
- 2-Lane drive thru reception
- New computer system
- our population is about to triple.

Come on board and benefit from our growth.
Fax resume to: **David Fraser, Service Manager**
fax **(905)878-0960**
or call **(905)878-2353**

Wallace
PONTIAC·BUICK·CADILLAC
409 Main St., Milton

160 Office Help

The Source-Canada Corp.
PROFESSIONAL OFFICE SUPPORT PERSON

Needed immediately for office in Milton. Proficient in MS Excel, Word, Powerpoint with strong organizational & communication skills. Vehicle for some local travel. part time to possible full time with flexible hours.

Contact/Fax Resume to:
Kevin McGovern
(Ph) 905-693-0377
(Fax) 905-693-0388

RCGA ADMINISTRATIVE ASSISTANT

Our member services department requires an administrative assistant. The successful candidate will be an energetic highly organized individual with excellent computer skills, particularly in database management and MS Office. The successful candidate will also have at least 5 years of experience, superior administrative and people skills and the ability to work with a minimum of supervision. If you have an interest in golf and enjoy working in a challenging and fast-paced environment forward your resume by October 6, 2000 to:

Personnel, Golf House
1333 Dorval Dr., Oakville, ON L6J 4Z3
Email: gaskin@rcga.org
No phone calls will be accepted.
***The RCGA thanks all applicants, however only those selected for an interview will be contacted.
Visit website: www.rcga.org/about-careerop.htm

BROWNLOW & ASSOCIATES
Chartered Accountants

TAX POSITION

Join our firm's tax department where your responsibilities will include viewing corporate, estate and personal tax returns and assist with researching tax subjects and client queries.

Experience in full-time taxation including review of tax returns required.

Fulltime position, however, our firm appreciates family life and will allow for flexible hours.

Please mail resume to:
Brownlow & Associates
Chartered Accountants
259 Wilson Street East
Ancaster, ON L9G 2B8
e-mail: mark@brownlowcas.com

Fax 876-2364 to list your Classified

166 Careers

MINISTRY OF FINANCE

Group Managers, Audit

$56,325 - $69,485

Join the regional tax office in one of these two opportunities to manage audit staff conducting field audits under the *Retail Sales Tax Act*. You will: recruit, train and develop audit staff; allocate audit assignments; evaluate job performance; resolve complex audit issues; provide technical support. **Location: Mississauga. File 358.**

Qualifications: management skills/experience in an auditing environment; ability to lead, co-ordinate activities and motivate staff; thorough knowledge of the principles/practices of accounting/auditing techniques; successful completion of CA, CMA or CGA designation or successful completion of a recognized university degree plus/including courses in introductory financial accounting, intermediate financial accounting, advanced financial accounting, auditing, taxation, either cost accounting or management accounting, and one of auditing, taxation, cost accounting, management accounting or finance; demonstrated ability to interpret related legislation; knowledge of CAAT; strong interpersonal and communication skills.

Senior Field Auditors

$1,018 - $1,227 per week

The regional tax office, retail sales tax section, seeks three individuals to conduct comprehensive audits of various large, complex taxpayers to ensure compliance with the *Retail Sales Tax Act*. You will: determine audit approach, extent of tests conducted to ascertain compliance level; conduct in-depth audits; present findings. **Location: Mississauga,** with travel. **File 357.**

Qualifications: extensive experience in/knowledge of advanced auditing, financial-statement analysis, accounting theory, accounting systems; knowledge of computer technology, *Retail Sales Tax Act;* ability to render decisions affecting taxpayers' fiscal operations; interpersonal/communication skills to resolve contentious issues; CGA, CMA or CA designation or successful completion of a recognized university degree plus/including courses in introductory financial accounting, intermediate financial accounting, advanced financial accounting, auditing, taxation, either cost accounting or management accounting, and one of auditing, taxation, cost accounting, management accounting or finance.

Note (all positions): proof of designation or academic qualifications must be attached to your resume in order to be considered. Applicants must clearly indicate on their transcripts which of their courses meet the position's academic requirements. Applicants who obtained their qualifications outside Canada must submit proof that these qualifications have been recognized as equivalencies in Canada.

Resume must be received by Oct. 6, 2000. Quoting appropriate file number, send to: Ministry of Finance, Human Resources Branch, 33 King Street West, Oshawa, ON L1H 8H5. Fax: (905) 433-6588.

An equal opportunity employer
www.gojobs.gov.on.ca

Ontario

160 Office Help

Ralston Purina Canada Inc.

Ralston Purina is a leading pet food manufacturer in the Mississauga area. We currently require
Bilingual Part-time Assistance
in our Consumer Relations area preferably Tuesday and Thursday's with flexibility to assist in covering vacations/ illness or seasonal demands.
The successful applicant should be confident, well organized, customer service oriented with a good telephone personality and a strong desire to deliver. You will assist the Consumer Relations Coordinator in responding to all verbal and written consumer complaints/ enquiries, answering the 1-800 lines, opening and sorting mail, photocopying, filing and any other administrative duties as required.
Qualifications for this position include excellent communication skills, both written and oral, working knowledge of PCs and software applications such as Microsoft Work, Excel and e-mail, excellent keyboard/ data entry skills, fully bilingual, French and English. Call Centre experience would be an asset.
If you have the above qualifications & are interested in part-time work, please forward your resume by mail to Human Resources, or fax to 905-855-5920.
We thank all applicants, however only those selected for an interview will be contacted.

TEMPORARY BILINGUAL ACCOUNTS RECEIVABLE CLERK

Thermadyne International, requires a Temporary Long Term Accounts Receivable Clerk for the Oakville Ontario Customer Service Center located in Oakville.
This is a challenging position, collecting from our Latin American customers.
The ideal candidate will have:
- ✦Fluency in English and Spanish (Portuguese would be an asset)
- ✦Collection experience
- ✦An accounting background
- ✦Excellent verbal and written communication skills
- ✦Good business skills

Please forward your resume to:
THERMADYNE INTERNATIONAL
2070 Wyecroft Road, Oakville, Ontario, L6L 5V6 Fax: (905)827-5876,
e-mail: ruth-ann hussey@thermadyne.com (Word attachment)
Thermadyne International, is an equal opportunity employer. We wish to thank all applicants, however only those selected for an interview will be contacted

230 Vehicles For Sale

1990 LeBaron convertible exc. condition. Fully loaded and certified. $5695 like new. Ask for Mac 875-0660 (days), 335-9209 (eve.).

'86 Cutlass Supreme 180k, Florida car. New paint $2500 cert. Call 878-8375.

1993 Ford Aerostar XL 139,000 km. Ex. condition. A/C, rearwheel drive, new starter, new battery, 2 new tires. Asking $6,500 OBO (905)878-4013, (905)875-0522 Kevin.

1996 Mercury Villager GS, V6, green, good condition, PW, PL, PS, AM/FM cassette stereo, dual airbags, towing package, cruise, new tires, good service record. $11,500 OBO Call (905)854-3517

280 Wanted To Rent

COUNTRY rural area apartment wanted. Responsible female teacher, non-smoker, no pets. Phone (905)502-7749

WANTED 2 bedroom apartment, basement apt. or small house, furnished or not. Immediate occupancy. (905)884-1006

285 For Rent

THREE bedrooms available in House - Milton. Shared facilities with owner. May suit young professionals, couple, small family. Available Nov. 1st. Phone 299-8806 Milton

290 Apartment For Rent

APT for rent in Milton. Lovely 1-bdrm. No pets. Laundry facilities incl. Available mid-Oct. or Nov. 1. $850/m Incl. Utilities. Ask for Conrad (days) 905-639-8777 after 5 p.m. 905-693-0216

BASEMENT room. Shared kitchen / laundry. Ideal for single working adult. No smoking/pets. $650/month, utilities included, telephone extra. First and last, available Oct. 1, 2000. 878-1833

MILLSIDE TOWERS - 82 MILLSIDE DR., MILTON
NOW LEASING
2 Bedrooms available on bus route, freshly decorated, 2 appliances, on-site laundry, includes all utilities (except phone & cable.) Free parking, no pets. References required. Available Nov. 1. Starting from $935. Office Hours are 10am-5pm
905-876-1249
By appointment only

MILTON large one bedroom basement apartment in bungalow, close to downtown, Look TV, $800 per month inclusive. Available November 1. Call John 878-6859

ONE bedroom Main St. Milton. Available Oct. 1. Also avail. Bach. & one bedroom downtown Acton. Nov. 1. Call 878-3636 or (416)410-9194

300 Rooms Available

FULLY furnished Campbellville farm house. No smoking, no pets. $400 month. 854-0959

ROOM for rent. Must like pets. Phone 876-3168

325 Real Estate

HOW to stop paying rent and own your own home. Free recorded message 1-800-218-7970 ID#1001 Exit Realty Specialist.

IMMACULATE, completely upgraded 4 bedroom home. 157 Harvest Drive. 16'x32' inground pool. large lot, 3 bathrooms, renovated kitchen, separate dining-room, lattice-covered deck, 2 fireplaces, tastefully finished basement. Call for appointment 875-3013 $204,900. **OPEN HOUSE** Sunday October 1, 2-5 p.m.

GO GREEN THIS WEEK, RECYCLE!