

160 Office Help

Office/ Site Manager

Fast growing self Storage Facility in Brampton and Mississauga area, **currently restructuring**, requires a **FLEXIBLE** outgoing individual, who would enjoy working in a fast paced environment. Individual must have a pleasant phone manner, be well organized, previous customer service and office experience and be fluent in English. Sales experience an asset. Some weekends included.

Call Marilyn at (905) 567-5295

BILINGUAL OFFICE HELP

Position requires the ability to do multi task office duties. Your responsibilities include:

- AP/AR
- Customer Support
- Banking
- Invoicing

Fax resume/salary expectations to: **(905)875-4637**

Small executive head-office in downtown Oakville with branch locations in Western Canada has two immediate career opportunities for:

Senior Accountant/ Bookkeeper (Full-time)

Applicants should have a solid accounting background, with experience in performing all bookkeeping functions up to and including timely, accurate preparation of monthly financial statements. Duties will include AR, AP bank reconciliations, posting and balancing of the G.L., daily cash management, and the preparation of a small bi-weekly payroll. Ideally, the successful applicant will be experienced in working with Accpac for Windows, and the Accpac payroll programme.

Office Administrator (Permanent Part-time)

Applicants should have an established knowledge of and be experienced in general office procedures and duties, including the preparation of office correspondence, data base maintenance, filing systems, professional interaction with clients and supplies, and problem solving. Staffing for this position is required from noon to 5pm. The work environment is quiet, nicely appointed and well equipped. Salary is competitive, a benefit plan is available, indoor heated parking is provided.

If either of these positions appeals to you please forward your resume, salary history immediately to:

Western Display Service Limited
277 Lakeshore Road, East, Suite 406
Oakville, Ont L6J 1H9

Lexsys Networks Inc., the largest independently owned authorized distributor of Nortel Networks products in Canada, currently has an immediate opening in the Corporate Head office (Oakville) for,

CREDIT & COLLECTIONS

The successful candidate must have Microsoft Office experience, excellent communication, interpersonal and teamwork skills. Persistence and adaptability along with solid investigative and negotiation skills are also requirements of this position. Responsibilities will include, but are not limited to, contacting customers on past due accounts, documenting details for credit history, approving credit and setting up new customers in the system, resolving customer billing problems and discrepancies, bank deposits and applying payments to proper accounts and preparation of credit-related correspondence and reports. Two-year college certificate; or one to two years related experience and/ or training; or equivalent combination of education and experience is required. Reporting to Accounting Manager.

If you are interested in applying for the position, please forward your resume, in confidence, to Sandra Beatty (sbeatty@lexsysnetworks.com or fax to 905-338-5446

We thank all interested in Lexsys Networks Inc. Only those candidates who qualify for interviews will be contacted.

165 Hospital, Medical

VON HALTON
Urgently requires:

**RN's • RPN's
PSW's • HCA's • HSW's**

To work in institutions and the community for the Halton Region.

Fax resume to:
Joanne or Wendy
(905) 827-2162

166 Careers

HALTON WOMEN'S PLACE

A shelter for abused women and their children requires **Relief Crisis Intervention Counsellors**. The successful candidates must possess a warm genuine personality, well-developed crisis intervention skills, have knowledge of violence against women and an understanding of its effects on women and children. Shift work is involved. Candidates must be available to work on an on call basis, seven days a week in both the Milton and Burlington locations. Post-secondary education in Social Work is required. Must be eligible for certification with the Ontario College of Social Workers and Social Service Workers. Mail, e-mail or fax resumes by October 31, 2000 to:

Theresa Greer
Executive Director
Halton Women's Place
2025 Guelph Line, Suite 223
Burlington, ON L7P 2X4
Fax (905)-332-1155
Email:info@haltonwomensplace.com

No telephone enquiries please. Only those selected for an interview will be contacted.

166 Careers

MARKETING/PROMOTIONS DIRECTOR

Required immediately for Community Shopping Centre in Oakville, Ontario. This position requires a highly motivated individual with the ability to multi-task assignments and meet deadlines. Previous experience in Shopping Centre Marketing/Promotions an asset. Competitive salary and benefits package offered.

Please forward resume in confidence, stating salary expectations no later than **Friday, October 27, 2000 to:**

HOPEDALE GROUP LTD.
1515 Rebecca Street, Suite #230
Oakville, Ontario
L6L 5G8

We thank all those that apply, but only applicants under consideration shall be contacted. No phone calls please

165 Hospital, Medical

RELIABLE Daycare available. Wilson & Woodward area. Please call 876-4978.

EXPERIENCED caregiver/housekeeper required for school age children in my home, in Milton. Must have car. Fax resume to 845-4122

200 Tutor

K-5 Promoting literacy, math, number and letter recognition. Enthusiastic high energy and especially creative. Experienced with A.D.D. and P.D.D. children. Mrs. D. MacKenzie 875-3442.

250 Business Opportunity

ACCOUNTANT

Burlington Construction/ Engineering Firm has an immediate opening for an individual with a minimum of 10 years general accounting experience. Responsibilities include reports, bank recs., general ledger, payroll and overseeing an accounts payable assistant. Experience with a computerized accounting system and MS Word a must. Flexibility and a strong computer skills required. An opportunity with a very competitive salary and benefits.

Fax resume to (905) 333-5580 • JANKAR

250 Business Opportunity

250 Business Opportunity

A job with a future does exist!
Climb the ladder to a well-paid career!

We KNOW where the jobs are!

Looking for a career change? Want to get into a program with a job placement upon successful completion?

The Centre for Skills Development & Training has graduated hundreds of men and women in the skilled trades who are now successfully employed in careers with a future!

Women in Manufacturing Technology *
Industrial Electrician
Industrial Mechanic / Millwright

Courses begin in October! Come to a free information session and find out if this is right for you! Call to register: 333-3499, ext. 121.

* Women: tuition subsidies are available for qualified candidates!



www.thecentre.on.ca
The Centre
Skills Development & Training

BONUS!
ALL Classified Ads
appear at...
www.miltoncanadianchampion.com

205 Career Training

Aesthetics Cosmetology Aromatherapy

www.Lubamera.com

TRAIN FOR A NEW CAREER
FREE INFO PACKAGE
905 681-7882 1-888-809-5559
515 JOHN ST. BURLINGTON

LubaMera
SCHOOL OF AESTHETICS & COSMETOLOGY

290 Apartments For Rent

ATTENTION ALL LANDLORDS
FREE LISTING SERVICE FOR LANDLORDS IN HALTON

Housing Help Centre Coming Soon

Free listing and referral service for landlords renting apartments, townhouses, or rooms in Halton

Contact:
The Regional Municipality of Halton
1151 Bronte Road
Oakville, Ontario, L6M 3L1
(905)-825-6000
Ask for extension 7142 or 7193

170 Daycare

SAFE and Sound Children's Centre voted Milton's 1st choice in licenced child care. Infants to school age. Three locations. Family credits. Subsidy upon qualifying. 875-1955. 878-0537

RAINBOW Village Daycare has one Toddler and limited pre-school spaces available. We have been providing an early learning program including computers, arts and music since 1989. 878-7552

170 Daycare

RELIABLE Daycare available. Wilson & Woodward area. Please call 876-4978.

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205 Career Training

ARE you in the right career? Want something new? No fee Career Assessments in Milton for unemployed people. Call Myra at The Centre, (905)878-1240, for an appointment. Funded by Human Resources Development Canada.

230 Vehicles For Sale

1992 VW Golf 5 speed, 2 door, excellent condition \$4,200. (905)854-2470.

285 For Rent

TOWNHOUSE for rent in Milton, Bronte area. Price \$1100 for month. Available Nov. 1. Call 338-8203.

290 Apartments For Rent

ACTON, large 3 bedroom, Victorian semi, \$1100. plus. 519-853-5080, (519)853-5352.

290 Apartments For Rent

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

CHARMING furnished 1 bedroom apt. on Campbellville horse farm. Fireplace/washer dryer/broadloom, etc. Available to end of June \$500 mo. (905)854-5353.

ROCKWOOD, renovated, sunny, main floor, one bedroom apt., hardwood flooring, high ceilings. Also commercial space. (519)856-4900.

MILTON 2 rooms in basement with own bathroom, share kitchen. Professional female preferred. Leave message (905)693-1364.

FOR Rent in Milton, country setting. 2 bdrm apt. in 4-plex basement level. Parking & laundry. No pets. Utilities not incl. \$663 month. Dec.1. Call 5-8pm 693-8791.

IMMACULATE, modern furnished apartment in Acton. Must be seen! Suit prof. single or couple. Avail Dec. 1st. No kids - No pets - No smoking. References required. Call Bus: 905-542-4081 Or Cell: 416-450-8622.

ONE bedroom apartment, country, south of Milton, main floor, deck, mud room. Utilities included \$750 per month. Irma 876-1158.

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300 Rooms Available

FURNISHED room for rent, stove and fridge. Phone after 5:00 pm. 878-0225

ROOM for rent, available immediately. Suit quiet working person, non-smoker. 875-1806 after 5 p.m.

315 Commercial, Indus. Properties

1000 Sq. Ft. Main St. store front. Great location. Call Yvonne Christie Broker, Christie & Woods Real Estate Ltd. 878-2095

325 Real Estate

DIVORCE Free Report reveals what you need to know about what happens to your matrimonial home before, during and after a divorce. Free recorded message 1-888-475-8645 ID#3109 RE/MAX Blue Springs Realty.

FIRST-TIME-BUYERS Why rent when you can own? Free list of homes available with no money down, under \$1300 per month. Free recorded message 1-888-475-8645 ID#2051 RE/MAX Blue Springs Realty

It's coming up to that time of year again. Open your hearts & give generously to the Salvation Army Christmas Bureau Fund.

The Canadian Champion office is now accepting donations at 191 MAIN ST., MILTON

"Make this Christmas special for someone"

 **The Canadian Champion**

EAGLE RADIATOR

WINTERIZING SPECIAL

FALL FLUSH & FILL

4 cylinder \$39.95*
6 cylinder \$49.95*
8 cylinder \$59.95*

*Applies to most makes and models

Drive in Service 878-1980
555 Main St. E. Unit 10, Milton