

155 Skilled Help    155 Skilled Help    155 Skilled Help

**Metrcan Stamping Co. Inc.** is looking for the right individuals to join our team. You must be a self-starter able to excel in a past-paced team environment and willing to work rotating shifts.

**QUALITY INSPECTOR**

- Mature, reliable inspector for the automotive metal stamping industry.
- Knowledge of QS900, including PPAP, Control Plans & FMEA's
- Ability to handle a very fast paced environment
- Capable of using height gauge/venier/micrometer
- Good communication skills
- Able to read blue prints

**PRESS OPERATORS**

- Must be experienced working with automotive stampings
- Must be familiar with quality control procedures
- Must be familiar with presses and stamping operations
- Must have strong verbal and written skills

**DIE MAINTENANCE SUPERVISOR**

- Must be experienced working on progressive & Hand transfer dies
- Must be experienced in a metal stamping environment
- Must have knowledge of a preventative die maintenance program
- Must be experienced in die trouble shooting
- Must be able to read blue prints

We offer an exceptional working environment with opportunities for personal development and growth. We offer comparative wages and excellent benefits. Please send or fax your resume to: **(905) 825-2087**

We thank all candidates, however, only those selected for an interview will be contacted.

160 Office Help    160 Office Help    160 Office Help

**ADMINISTRATIVE ASSISTANT  
Marketing Department – Contract**

As the Administrative Assistant, you will provide support to the marketing department which includes tracking sales and reporting on a variety of promotional programs. A 5+ year period of excellence in a senior administrative role positions you to assist with the management of merchandising records, POP requests, agency/supplier liaising and budget control reporting. Independently minded, you are proficient in MS Word, PowerPoint, Excel, Lotus 1-2-3 and Approach.

This 8-12 month contract position begins in mid-January.

Please forward your resume, indicating File #AA-1100, to:

**Human Resources, Wendy's Restaurants of Canada, Inc.,  
240 Wycroft Road, Oakville, ON  
L6K 2G7. Fax: (905) 849-6608**



Thanks for your interest. Only those selected for an interview will be contacted. No phone calls please.  
*Diversity and fairness: Wendy's family values*

**Old-fashioned Values.  
Fresh-thinking People.**

166 Careers    166 Careers    166 Careers

**Energy Advantage Inc.** is a rapidly growing energy management company. Our clients are a diverse group of energy users in Canada and the US. The following position is available:

**ENERGY ACCOUNT ANALYST**

Reporting to the Manager, Client Services, your primary duty will be the generation of client energy-use reports utilizing in-house proprietary software. You have strong data management and computer skills (Microsoft Word, Excel, Access). The position requires good organization and the ability to meet deadlines in a fast paced environment. Some familiarity with natural gas and electricity utility bills, and accounting would be an asset.

Please forward your resume to:

**Energy Advantage Inc.**

690 Dorval Dr., Suite 400  
Oakville, ON L6K 3W7

Fax: (905) 337-2209

Attn: Donald B. McLean

E-Mail: [mclean@energy.on.ca](mailto:mclean@energy.on.ca)

Only candidates under consideration will be contacted.

180 Teaching    180 Teaching    205 Career Training



Now accepting applications for

**SUPPLY TEACHERS**

Fern Hill School is a co-educational school for students in Pre-school through Gr. 8 who will respond to a challenging programme. We are inviting applications for supply teaching at both our Oakville and Burlington campuses. Please fax or mail resumes to:

**Fern Hill School**

3300 Ninth Line Rd, RR #1, Oakville, On. L6J 4Z2  
Fax: (905) 257-2002

**NO Fee! Career Explorations** is a 3-Week Course designed to help you plan your career. Funded by HRDC. For more information/to register call Grace at (905) 333-3499/(905)878-1240.

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**GREAT WAGES  
FULL TIME**

Experienced body repair person required for busy collision centre. Full unibody exp. mandatory. Excellent benefits and bonuses. Call (905) 689-8835

**ELECTRONIC SERVICE TECHNICIAN**

Cattron Controls Ltd. a subsidiary of the world's largest industrial Remote Controls manufacturer is accepting applications for ET's. Candidates with a degree or comparable experience in PLC/micro-processor based component level troubleshooting, repair and knowledge of industrial controls (crane and locomotive) and radio frequency circuits would be desirable. Position requires both field and in-shop service, so a valid drivers license is necessary, along with good team skills. Please forward resume with experience and salary expectations to:

**Cattron Controls Ltd**

150 Armstrong Ave., Unit 5 & 6  
Georgetown, Ont. L7G 5G8  
Email: [aweslake@cattron.com](mailto:aweslake@cattron.com)

**LICENCED AUTOMOTIVE TECHNICIAN**

Required immediately, for a very busy local automotive repair facility. The successful candidate can expect to earn \$20-\$25 per hour straight time. Also required - 3rd or 4th year Apprentice who will have the opportunity to increase their skills & knowledge. Wages negotiable, based on experience.

Send resume to Box 2355  
c/o The Canadian Champion,  
191 Main Street, Milton, Ontario L9T 4N9

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**CUSTOMER SERVICE  
REPRESENTATIVE**

Due to significant growth in our business, our firm offers an immediate opportunity for an individual who is:

- ENERGETIC
- ASSERTIVE
- PROACTIVE
- SELF-MOTIVATED
- EXHIBITS EXCEPTIONAL INTERPERSONAL SKILLS

We are a leader in the fresh produce industry and are now located in Milton. Please fax your resume in confidence to:

**Fresh Start Foods Inc.**  
Attn: Human Resources  
Fax: (905) 878-9010

PANGELO PHARMA INC. is a public pharmaceutical manufacturing company. We're growing and require an executive assistant for our Oakville office.

**EXECUTIVE ASSISTANT**

You will work with and report directly to the Chief Financial Officer and be a member of the finance/administrative team within a fast paced and exciting growth company.

You have a post-secondary degree and 3-5 years of administrative experience. It is essential that you have well developed computer skills and a strong orientation to detail. Previous payroll/benefits experience and the ability to work in both French and English would be an asset. Solid communications skills and the ability to handle multiple tasks simultaneously round out your qualifications.

This is your opportunity to join a young, aggressive company with significant growth opportunities. If interested, fax your resume to:

fax: (905) 465-2811



We thank all candidates for their interest, however only those under consideration will be contacted. No agencies or telephone calls please.

**The Halton Community  
Rehabilitation Centre**

Part time 3 days per week with potential for full time.

**Office Assistant/Rehabilitation Aide**

Position available in physiotherapy clinic. The successful candidate enjoys working with people in a friendly, professional environment and may have the following skills:

- Experience/Education in office reception, as a medical secretary, or as a physiotherapy aide.
- Computer experience
- Excellent communication skills
- Works well independently or in a team.

Please send resumes to:

1) EMAIL: [info@hrc.ca](mailto:info@hrc.ca)  
2) FAX: 905-876-3737

265 Tenders    265 Tenders    265 Tenders    265 Tenders

**REQUEST FOR PROPOSAL**

Bid documents for the contract or service listed below, addressed to the Manager of Purchasing, 1151 BRONTE ROAD, OAKVILLE, ON L6M 3L1 will be received until 2:00 p.m. Oakville time on the specified closing date. Bid documents can be seen or obtained through the Purchasing Division of the Corporate Services Department, same address as above, telephone (905-825-6000) extension 7031.

Documents will be available for pick up on and after Tuesday, November 21, 2000. There is a non-refundable deposit of \$15.00 plus \$1.05 GST.

There will be a mandatory site meeting on Thursday, November 30, 2000 at 3:00 p.m. in the cafeteria at 1151 Bronte Road, Oakville, Ontario.

Under no circumstances will facsimile or late bids be accepted or considered.

Lowest or any bid not necessarily accepted.

The Region of Halton relies on this advertisement to provide public notice of this business opportunity and is not obligated to any potential bidders in any other manner.

00-P-016

**SUPPLY AND DELIVERY OF FOOD SERVICES  
CLOSING: THURSDAY, DECEMBER 7, 2000**

JANE MacCASKILL, CA  
ACTING COMMISSIONER OF  
CORPORATE SERVICES

A. MINDENHALL, CPPO  
MANAGER OF  
PURCHASING SERVICES

[www.etnbids.com](http://www.etnbids.com)

[www.region.halton.on.ca/Services/Depart/Corp/Purchasing](http://www.region.halton.on.ca/Services/Depart/Corp/Purchasing)



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**ACCOUNTING CLERK**

Georgetown manufacturing firm seeks a highly motivated individual to fill an immediate opening for the position of **Accounting Clerk**. Responsibilities include assisting with Accounts Payable, Invoicing, Cash Receipts, and account reconciliations.

The ideal candidate will have the following qualifications:

- \* Enrolled in CGA/CMA program
- \* Two years accounting related work experience
- \* Proficient with Lotus 1-2-3 or Excel

Competitive salary and excellent employee benefits are offered. Interested applicant please submit resume in confidence to:

**Box 2478  
C/O The Independent/Free Press  
280 Guelph Street,  
Georgetown, ON, L7G 4B1**

166 Careers    166 Careers

**MANAGER  
CLIENT ACCOUNTING**

Business growth requires leading Oakville energy consulting company to seek versatile and experienced senior accounting professional to manage its client accounting function. Involves supervision of 5 to 6 people in providing monthly natural gas invoicing and financial reporting for several thousand industrial and commercial consumers and on-time payment of several million dollars to gas suppliers. This position involves various disciplines as well as strong accounting qualifications. Applicants should have 7-10 years experience in senior management positions with a range of business responsibilities, CGA or equivalent, strong communication skills, customer service mentality and ability to design and present management reports. Familiarity with Excel essential and natural gas industry experience desirable. **Fax your resume to: (905) 825-1066, Attn. John McGinnis, or e-mail to: [jmccginnis@ecng.com](mailto:jmccginnis@ecng.com).**

*We regret that only candidates selected for interviews will be contacted.*

179 Private Schools    179 Private Schools

**PRIVATE SCHOOL  
IN YOUR AREA**

Are your expectations for your child higher than a play school program? Our Junior & Senior Kindergarten program will raise those expectations and give your child the head start that you expect.

A few spaces are available for full or part time.

**OPEN HOUSE Sat. Nov. 25 10 a.m. - 4 p.m.**



**Milton Heights  
Academy**

DIV. OF SAFE AND SOUND C/C INC.

Located in Main Building of Country Heritage Park  
**144 TREMAINE RD, MILTON L9T 2Y3**

TEL: 905-693-1557 • FAX: 905-693-1558

*Please feel free to visit us at any time.*

**CAREER OPPORTUNITIES  
AVAILABLE NOW!**

Kelly Services offers competitive payrates and opportunities for advancement

**JUNIOR CLERKS**

Duties include: filing, faxing, phones. Great for entry level position. Must have 6 months on continuous experience. **\$12/hr**

**RECEPTIONIST**

Must have at least 1 year experience with phones, filing and handling correspondence. **\$12/hr**

**ADMINISTRATION SECRETARIES**

Dynamic position requires 2 years of experience reporting to senior management. Excellent working knowledge of Word, Excel, Powerpoint and Access. **\$16/hr**

**DATA ENTRY**

Looking for part-time? Are you available Mon, Wed, and Fri. part-time hours. Do you have intermediate skills in Word, Excel and Access? Must have 9000+ ksp. This position is long term. **\$13/hr**

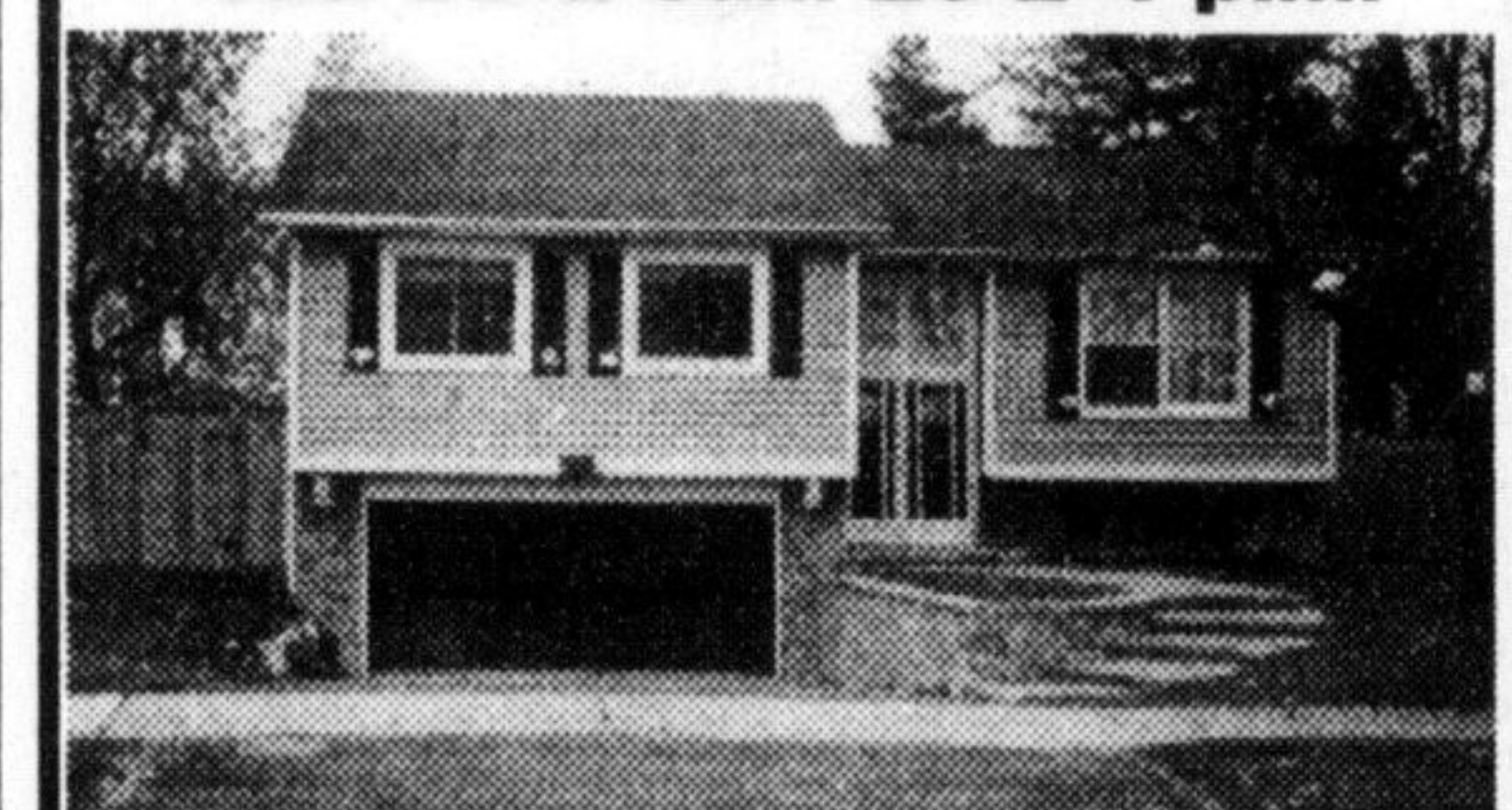
Too many positions to list. Positions are currently available in Oakville, Burlington and Mississauga.



Call today to find out more!  
(905) 842-4402  
Or visit our office at:  
710 Dorval Drive, Ste. 105  
(Wycroft/Dorval)  
[www.kellyservices.ca](http://www.kellyservices.ca)

325 Real Estate    325 Real Estate

**OPEN HOUSE  
Sat. 25 & Sun. 26 2-4 p.m.**



**Country Privacy in Dorset Park!**

This raised bungalow is loaded with upgrades and is situated on one of the largest and most private lots in Dorset Park. Double car garage, Inground pool, 2 Bathrooms. Large kitchen, Dining Room, Living Room, 2 Fireplaces.  
312 McNabb Crescent.

Call for an appointment 905-876-0750.

230 Vehicles For Sale    250 Business Opportunities

1997 Honda Accord EX, auto, ps/pl, 118K, ext. warranty to 160K. \$16,900. Phone evenings (905)689-9154.

GRAND Marquis Mercury, low km, one owner, 1987, very good condition. Call (519)853-0656.

JOIN new exciting home based business team. People skills required. Toll free pre-recorded message 1-877-573-3305.

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