

145
General Help
Wanted

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222
Auto
Services

222
Auto
Services

Peel Children's Centre
...is an accredited children's mental health centre which provides a wide range of treatment services to children and their families.
We currently have a job opportunity for an Assistant in our Executive Services Department to provide support to the Centre's Management Teams.



Assistant, Executive Services
Full-Time (37.5 hours/week)

As Assistant, Executive Services, you will play an important role in providing administrative and secretarial support to the Executive Services department. You are a self-starter who takes initiative, can act independently and can be flexible while working within tight deadlines. You possess excellent judgement, and can work effectively and sensitively with a variety of external organizations as well as the public. Your commitment to excellence is evident in all aspects of your work.

You possess a College diploma or equivalent; 5 years' experience in a senior secretarial/administrative support position, and have a high level of proficiency with and knowledge of computers and related applications. You have excellent interpersonal, communication and organizational skills, experience working with management staff, and possess a valid Ontario driver's licence. Experience in a social services setting would be an asset.

We offer a competitive salary, and as a full time employee, you would also be eligible for Peel Children's Centre's benefit and pension plans as well as paid vacation time and paid personal leave time.

If you would like to play a part in our success, please forward an application, by **January 12, 2001**, quoting **File #059**, to:

**Human Resources Coordinator
Peel Children's Centre
101 Queensway West, Suite 500
Mississauga, Ontario L5B 2P7
Fax: (905) 273-3664
E-mail: hr@peelcc.org**

Visit our website: www.peelcc.org

We appreciate your interest however, only those applicants selected for an interview will be contacted.

MAXXIM MEDICAL CANADA LIMITED

Maxxim Medical Canada Ltd., a leading manufacturer of non-latex medical examination gloves and distributor of various medical devices, has immediate employment opportunities for an experienced:

MIX ROOM OPERATOR: Your duties will include: making glove mix, retrieving required raw materials, maintaining a clean work area and continuously monitoring glove mix and equipment.


MILLWRIGHT: Candidates must be licensed with a minimum of 3 years experience in the repair and set-up of high-speed production equipment (packaging machine experience in preferred)

GENERAL LABOUR: We are seeking full time and part time general labour help in our production department. You must have a minimum of Grade 12 education and have previous manufacturing experience.

We offer a competitive compensation and benefits package. We are a 24-hour, 7 day a week operation. If you are ready to apply your skills and experience with a successful and growing organization, please mail your resume and covering letter in confidence, no later than December 21, 2000 to the attention of Human Resources, 2460 South Sheridan Way, Mississauga, ON L5J 2M4 or fax it to us at 905-403-7040.

We would like to thank all applicants for their interest, however only those selected for an interview will be contacted. No telephone inquiries please.

BILL'S AUTO BODY SHOP
Working Harder to stay #1



Complete auto body and refinishing services
155 Nipissing Rd., Milton
(905) 878-2721

230
Vehicles
For Sale

230
Vehicles
For Sale

GORRUD'S AUTO GROUP
Secondary Location
"No Frills Outlet"
The Affordable Vehicle Alternative
320 Steeles Ave.
Milton
905-875-6820

155
Skilled Help

155
Skilled Help

205
Career
Training

TRANSMISSION
RE & RE person required full time Mon. to Fri.
Experience necessary.
878-8156.

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.

Make it
RICHARDSON CHEVROLET OLDSMOBILE
To lease or purchase your car or truck
Hwy 25 S. at Derry Rd.
878-2393

Progressive Construction firm located in Burlington has immediate openings for:
Commercial Carpenter/Labourer
Own transportation required.
Fax your resume to:
**Mr. Dan Burgess (905) 631-7717
Chamberlain Construction**

When searching for work, remember **The Canadian Champion.**

230
Vehicles
For Sale

1997 Pontiac Sunfire, green, two door, manual, certified, E-tested, \$8000 O.B.O. (905)875-0010.

285
For Rent

FOUR bedroom country home on 12 acres. Small horse barn, double garage, family room with fireplace. 10 mins. north of town. \$1600/month. Call Gary Thomas RE/MAX Blue Springs, 878-7777.

290
Apartment
For Rent

2 BEDROOM \$750/month plus hydro. Available Aug. 1ST. downtown Milton. Fridge & stove. 878-6050.

295
Shared
Accommodation

ROOM in large home available now. AC, satellite TV, pool, deck, 6 appl., parking. Use of kitchen, FR, laundry, etc. \$500/mo. Non smokers. 876-2555.

320
Office
Business Space

MILTON, Hwy. 401 & Hwy. 25. 2800 sq. ft. office for lease. Available Jan. 1/01. No brokers please. (905) 875-4611.

300
Rooms Available

ROOM for rent. Available immediately. Suit quiet working person. Non smoker - 875-1806 after 5 p.m.

OFFICE SPACE for lease, 50-52 Steeles Ave. W. Call 905-272-0648.

OFFICE SPACE for lease, 50-52 Steeles Ave. W. Call 905-272-0648.

MATERIAL HANDLERS
Purity Life Health Products in Acton, Canada's largest supplier of natural health products has two openings for material handlers in their warehouse division. These positions are permanent and full-time- one position is steady days and the other position is steady afternoons (11:30 a.m. to 8:00 p.m.)

Duties include stock handling and replenishment, cycle counting, picking orders and other related duties.

The successful candidates must have a valid driver's license, possess the ability to work in busy environment, be numbers oriented and be able to do heavy lifting. Knowledge of As 400, Radio Beacon and forklift would be assets. Previous warehouse experience and lift-truck certification is preferred.

Please send your resume to Purity Life Health Products, 6 Commerce Cres., Acton, ON, L7J 2X3, clearly marked as "Material Handler" or fax to (519)853-4660 or email: jobs@puritylife.com by **DECEMBER 21, 2000**

LOT MAN REQUIRED IMMEDIATELY
Large GM Dealership

Many Responsibilities: • stocking cars • moving inventory • showroom care • some vehicle cleaning

Work Hours - 7:30am - 4:30pm
Call Kim Manos, Sales Mgr - 878-2355 or Fax resume to 878-0960

Wallace
PONTIAC • BUICK • CADILLAC
801 Main St. E., Milton, Ont L9T 3Z3

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 11pm - 7am Dishwasher

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

160
Office Help

160
Office Help

PURCHASING ASSISTANT (MILTON)
Due to a Maternity Leave, a National Steel Distributor requires a temporary person in our purchasing department, duties may include data entry, tracking shipments and inquiring with vendors. The position is available immediately and the candidate may be required for up to one year.
Candidates please fax resume to **(905)878-8085**

OFFICE ADMINISTRATOR
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, data entry, filing systems, professional interaction with clients and supplies, and problem solving.
Staffing for this position is full-time.
The work environment is quiet, nicely appointed and well equipped. Salary is competitive, a benefits plan is available, and indoor heated parking is provided.
If this position appeals to you please forward your resume and salary history immediately to:
Western Display Service Limited
277 Lakeshore Road, East, Suite 406
Oakville, Ontario L6J 1H9

165
Hosp. Medical,
Dental Wanted

170
Daycare

X-RAY Technician
required for Oakville office, 35 hours/week. Mammography and BMD experience an advantage.
Fax resume to: **(905) 387-1966**

CARING home environment has space for preschooler or infant. Call (905)876-4415.
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



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

Warranty & Technical Asst.
Canada's leader in Hot Tub manufacturing requires a self-motivated, enthusiastic team player to work in our Oakville area distribution centre.

Assets for this position, (but not requirements):
• Background in the hot tub & pool industry
• Mechanical / electrical knowledge
• Excellent paperwork management
• Good communication skills
• Bilingual (French / English)

We will train the right candidate. Salary commensurate with experience.
Please fax resume to: **1-800-927-5777**

Laidlaw
"Free Training"
COME DRIVE A BUS 4 US



Call us now at: **(905) 877-2251**
Or 1-877-914-KIDS
Laidlaw is an equal opportunity employer

HALTON HELPING HANDS
Reliable, considerate cleaning help urgently required for the Milton area.

- Ability to work with seniors and physically disabled people
- Reliable transportation required
- Flexible part time hours Monday - Friday
- Paid training & travel allowances

Call Carol or Pam at **878-6403**
or send resume by Fax to **844-5656**

155
Skilled Help

155
Skilled Help

ARNIE'S Collision Centre.
We have an opening for a fulltime fully qualified Collision Technician and one Painter's Helper. Please call 877-5720.

Classified Christmas DEADLINES

Friday Dec. 22 Edition
DEADLINE Wed. Dec. 20 at 5pm

Tuesday Dec. 26 Edition
DEADLINE Fri. Dec. 22 at 11am

Friday Dec. 29 Edition
DEADLINE Thurs. Dec. 28 at 5pm

Tuesday Jan. 2 Edition
DEADLINE Fri. Dec. 29 at 11am

We will be **CLOSED**
Monday Dec. 25
and Tuesday Dec. 26
and Mon Jan. 1.

MILLSIDE TOWERS
82 MILLSIDE DR., MILTON

NOW LEASING

1 & 2 Bedrooms available on bus route, freshly decorated, 2 appliances, on-site laundry, includes all utilities (except phone & cable.) No pets. References required. Available Feb. 1. Starting from \$940. Office Hours are 9am-5pm
905-876-1249
By appointment only

ONE and two bedroom apartment. All inclusive. No pets. Call 875-4989.

ROCKWOOD, sunny one bedroom apt., overlooking park, all inclusive, also available small commercial space. (519)856-4900