

510 General Help Wanted

EXPERIENCED TEXTILE SEWER WANTED

Burlington manufacturer / distributor has an immediate opening available in its Sample Making department for an enthusiastic, hard-working individual. Must have previous sewing experience in a commercial environment on a serging an/or over-lock machine.

This is an entry level position, and is currently part-time, but could lead to full-time in the future.

Applicants should fax resumes to: **905-634-0992** or e-mail to **kobe@kobefabrics.com** (NO TELEPHONE CALLS PLEASE).

Atlas Van Lines (Canada) Ltd.

LONG HAUL DISPATCHER

The corporate head office of Atlas Van Lines Canada Ltd., located in Oakville, has a challenging position available in the Operations Department for a hard working individual. The ideal candidate should have a thorough knowledge of the moving industry with previous dispatch experience. Compensation commensurate with experience. Forward resumes to:

Atlas Van Lines (Canada) Ltd.
P. O. Box 970, 485 North Service Rd. E.,
Oakville, ON L6J 5M7
Attn: Operations Manager
Fax: (905) 844-1108
Email: dcoughlin@atlasvanlines.ca

535 Office Help

Prosperity One Credit Union is a full service financial institution with 3 branches. The Credit Union is accepting applications for an **Intermediate Accounting Clerk**. This position is for a one year contract to cover maternity leave. Applicants require an accounting background, exceptional organizational and communicative skills, a solid understanding of Excel and a high level of commitment to quality service.

Send Resumes to:
Denise Messervey, Accounting Administrator
44 Main Street E.
Milton, Ontario L9T 1N3
Fax: 905-875-2465
E-mail: dmesservey@prosperityone-online.com

BURKERT CONTROMATIC INC., a leading Process & Instrumentation Company, located in Oakville has an immediate opening for a full-time position in our **Customer Service Department**

The ideal candidate will have completed a recognized Instrumentation College Program or will have a minimum of 2 years experience in this field. Bilingual applicants preferred but not necessary. The position would include product support, order processing and expediting for our distributors and customers. We offer an excellent salary and benefits package with good growth opportunities.

Fax or email resume to: (905)847-7152 or, info@burkert.com

Budds Imported Cars

BUDD'S IMPORTED CARS IS CURRENTLY SEEKING A RECEPTIONIST

Duties include: answering our 16 line telephone, greeting customers & light administrative work. Exp. is preferred.

Please submit resume in person to:
2430 South Service Rd., Oakville (QEW & Bronte)
Attention: Jill Love-McMeekin

P/T OFFICE ASSISTANT

Needed Immediately For Busy Insurance Office In Burlington.

Must love people, telephones and works well in small office environment. We need someone who is very organized, energetic and detail oriented. Fluent in English. Flexibility with work schedule and could lead to full-time.

Fax your resume to: 905-319-7712 or email: Debbie@DebbieAvelar.com

Growing Oakville insurance brokerage seeks individuals to fill the following positions:

Experienced CSR to join our commercial lines service team

Licensed Personal Lines Broker with minimum 2 years experience

* Agency Manager exp. an asset for both positions

Vince Tomenson Dickerson Insurance Brokers Ltd
 Fax: 905-845-9149
 email: vbridges@vincetomenson.com
 (Only applicants selected will be contacted)

535 Office Help

PART-TIME ADMINISTRATIVE SUPPORT/ FRONT DESK COVERAGE

For the Retirement Home of the School Sisters of Notre Dame.

Duties & Responsibilities:

- Receptionist coverage at front desk and related phone service duties.
- Routine and/ or special project administrative tasks for leadership team and managers.

Qualifications:

- Community college Diploma in Secretarial studies, Business and equivalent.
- 3-5 years of exp. in a senior secretarial function.
- Demonstrated excellence in communication, interpersonal and computer skills.
- Ability to work confidentially on sensitive issues using own initiative to organize and establish priorities.

Interested applicants please submit their resume to Human Resources by Tuesday, Feb. 5, 2002:
1921 Snake Rd., Waterdown, ON LOR 2H0
email: psconsult@cogeco.ca

Accounting Clerk/ Administrative Assistant

Required fulltime ASAP for small busy office located near the Mississauga / Oakville border. Main responsibilities will include accounts payable with job costing in Business Vision. Knowledge of Excel and Word required. Good cash management a must.

Please fax resume to: 905-855-9874

530 Sales Help

BEARDMORE Leathers-Corporate Division requires additional sales staff full and part-time positions available. Sales experience an asset. Strong interpersonal skills. Solid organizational skills. Join a progressive company in a new area of growth and development. Send resume by fax to (519)853-9494

Leading Ford dealership is currently seeking applicants for the following positions:

Automotive Sales Consultants

This position offers:

- Strong management support
- Professional training
- Monthly bonus levels
- Health and dental plan
- Opportunity to grow with us
- ISO9001:2000 Registered
- Blue Oval certified
- Ford experience is preferred but not necessary

Submit your resume by fax to:
Lorenzo Contino, General Sales Manager
570 Trafalgar Rd, Oakville, L6J 3J2
Fax: 905-844-4472

We thank all applicants in advance, however, only those selected for an interview will be contacted.

Sales Rep

Required to service new & existing customers from Mississauga to Niagara Falls. Salary, vehicle compensations, benefits & bonuses.

Mail or email resumes to: Perma Paving Stone Co. 7447 Bren Rd, Mississauga. L4T 1H3. info@permapavingstone.com

No phone inquiries please

J. LOCKWOOD CHRYSLER DODGE JEEP SALES ARE UP SO MUCH THAT WE REQUIRE 1 TO 3 AUTOMOTIVE SALES CONSULTANTS

We offer:

- Up to 40% commission
- Monthly and yearly bonus
- New state of the art showroom
- Company car
- The top retail seller in the area

If you are professional, and highly motivated to succeed, then fax your resume.

No experience necessary, post secondary education preferred but not required.
Fax (905) 845-9109
Attn: Patrick Hart, Sales Manager.

535 Hospital Medical

EXPERIENCED Dental Assistant/Receptionist needed full time for busy group practice in Milton. Please call Michele 905-876-1188 or fax resume to 905-876-3491

FULL-Time experienced Dental Assistant, PDA Level-II an asset. Dr. Paula Cassin. #1-106 Wakefield Rd., Milton, L9T 2L8, Fax: 905-878-0057

PART-Time Hygienist required immediately for Acton/Rockwood area. Interested participants call Deb at 519-853-1300

535 Hospital, Medical

REGISTERED Nurse part-time Required for Mount Nemo Christian Nursing Home to cover all shifts. Must be able to work alternate weekends. Please fax resumes to 905-335-3699

Classified Fax 876-2364

545 Teaching

MUSIC for YOUNG CHILDREN™

TEACHING OPPORTUNITIES

This acclaimed Canadian music programme for children ages 3 and up is training new teachers for the Milton Area

Minimum Requirements:
 GRADE VIII PIANO • GRADE II THEORY
 EXPERIENCE WORKING WITH CHILDREN

Sandra Poolton
 (Southern Ontario Coordinator)
 1-866-884-3080

550 Domestic

MOLLY MAID.

Provides a full residential cleaning service. One time cleans available. Let us take care of all your cleaning needs. For a no cost, no obligation, in home estimate, please call 877-3443

More affordable than you think!

700 Home Improvement

CARPET cleaning \$13/room. February Specials Now On. Will match all competitor's advertised prices. Senior's Discounts. Call 905-891-1910

HANDYMAN Services, Plumbing & Electrical repair. Reasonable rates. Seniors discount. Free estimates. 905-876-5309

Don't Miss The Deadline!

Monday at 11am
 for Tuesday
 Thursday at 11am
 for Friday

905-878-2341

Advertise your Home Improvement Services Today!

Call 905-875-3300



Send Your Sweetheart A Special Valentine!

Tell someone special how much you care. Send a Love Line Message in the Classified Section on Tuesday, February 12, 2002

To send a unique Valentine, just fill out the form below. The deadline is **Friday February 8 at 4:00 p.m.** and the cost is only **\$10.00 for 20 words + GST**

Don't let this Valentine's Day slip away without telling that special person how much they are really loved.

Your Message

Cheque Visa Master Card

Total Words 20 Total Cost \$10.70

Credit Card No. _____

Signature _____

Name _____

Phone No. _____

PAYMENT MUST ACCOMPANY ORDER.

CLASSIFIED ADVERTISING DEPARTMENT

875-3300


