exception of our Ottawa locations).

environment, we want to meet with you.

Accounting

Clerk

of Oakville car dealer-

ships. Preference to

those with dealership

accounting experience.

Looking for a bright,

positive, versatile per-

son who is able to work

independently and as

part of our growing

Please fax resume

to: Budds

905-845-0591

No phone calls

please.

Required for a group

MANTES

Would you like to work in a clean, fast-paced environment? Climate controlled year round?

Full Time-Permanent Position with BENEFITS? Well-established, growing Burlington company requires

ADMINISTRATIVE ASSISTANT

- Accounting experience is required
- Business Visions Accounting an asset
- Microsoft Office 2000 Word Excel

➤ Internet - e-mail - E.D.I.

Career oriented, flexible, multi-tasking, personable people are asked to apply. Please phone for interview, or forward your resume via fax or e-mail to:

Mantis Automotive, Sport and Marine

5051 North Service Rd., Burlington, ON L7L 5H6 Tel: 905-332-5511 • Fax: 905-332-5588

E-mail: sales@mantisauto.com URL www.mantisauto.com

Data Entry Clerk/ Receptionist

We are a leading Canadian steel distributor currently looking for a self motivated, well organized person to join our team. You must be proficient numerically and possess good keyboarding skills. Duties include but not limited to data entry, billing, bank deposits and recep-

Please forward your resume to: Branch Manager 8055 Esquesing Line Milton, On L9T 5C8 Fax: 905-878-4930

E-mail: allan.mitchell@teamtube.com

Receptionist **Order Entry**

Entry level position with established and growing company. Good opportunity for newly graduated student. Training is provided. Fluency in English language & computer skills a must. Mon-Fri. 8:30am-5pm.

Fax resume to: 905-607-4954 or email: anna@courage.ca

A Well established company with over 75 years experience is looking for a full-time, Bilingual receptionist. Must be able to multi-task and have computer experience. Excellent compensation package with benefits. No phone calls please. Please forward resume to: Karen Anderson 3385 Harvester Road, Suite 210 Burlington, ON L7N 3N2 or email in confidence to: carrie.nuttley@octanner.com

Accounts Receivable Clerk- Bilingual

Oakville wholesale pharmaceutical co. seeks an exp. Bilingual A/R clerk. Ability to work in a computerized environment, must have collection experience, communication & customer service skills. This entry level position offers a competitive compensation package.

> Fax resume in confidence: 905-560-7013

THE NEZIOL GROUP

We are a fast growing multi-branch general insurance brokerage looking to expand our Oakville office.

Customer Service - Insurance

Are you an experience RIBO Licensed Customer Service Representative with a stable work history who recently transferred here? Is your present office being closed, moved or consolidated? We have a career opportunity for detail-minded problem solver. Computer experience an asset. We offer continuing training, solid pay & benefits, and a friendly work-

> Please mail or fax your resume to: Fax 905-847-3209, Phone 905-847-3200 481 North Service Road West, Unit 42A Oakville, ON L6M 2V6 fthomas@neziol.com

AVAILABLE IMMEDIATELY RECEPTIONIST / SECRETARY

2 POSITIONS AVAILABLE IN OUR WATERDOWN OFFICE PART-TIME

9am -2pm or 1pm - 5pm, occasional evenings & weekends may be required. please specify shift preference in cover letter.

Qualifications required:

- Able to handle a busy multiple-line switchboard
- Have Word & Excel experience Have accurate keyboarding skills
- Be an excellent communicator & organizer
- Enjoy working in a fast-paced environment
- Must be flexible with scheduling

Forward resume to: Re/Max Garden City Realty Inc 720 Guelph Line Burlington L7R 4E2

Attention: June Carter Fax: 905-333-5907 Email jcarter@rgcmail.com

INVENTORY CLERK

A Hamilton based Sporting Goods / Safety Company requires an analytical, accurate individual with strong problem solving skills. Duties include-inventory maintenance, preparing daily reports, data entry, physical counts and month end / year end reporting. The successful candidate should have a minimum 1 year of experience and be computer literate in all current software applications. Experience with Great Plains Dynamics accounting / inventory software would be an asset. Candidates are invited to fax a resume and cover letter with expected remuneration to the attention of Paul Groleau - Fax 905-578-5646 We thank all applicants for their interest; however only those selected for an interview will be contacted.

CARRIERS WANTED

Immediately for following areas;

Wilson Drive, Hemlock Drive

Beaty Trail, Ramshaw, Gowling Terrace,

Kearns Drive, Trudeau Drive, Tuxford

Drive, Maxted Cres., Bronte Street,

White Drive.

Also looking for carriers in new

Mattamy area.

Call Sandy in Milton at

905-878-5947

LICENCED

Heavy truck mechanic with heavy

equipment and welding experience.

Apply in person at

Steed and Evans Limited

300 Bridge Street East

Kitchener, Ontario N2K 2B7

Holiday Recruitment Fair

Canada's fashion leader is looking for enthusiastic, style-savvy

individuals to act as Seasonal Consultants this holiday season.

Applications will be accepted at all Ontario Bay Stores (with the

If you enjoy building customer relationships in a fast-paced

Saturday, September 28th between 11 a.m. & 4 p.m. Burlington Mall & Mapleview Centre

As part of our team, you can enjoy:

competitive pay • top-notch training • an attractive shopping discount

Unable to show us your style in person? Obtain an application from the human resources department at a store near you. For more information about career opportunities at the Bay, please visit us on-line at www.hbc.ca

Magic In The Making.

HELP WANTED

COOK, KITCHEN HELP - Full & Part time, some experience necessary. Trac's Food Emporium, Campbellville.

Call Noreen 7-11, 2-6 - Mon - Fri or in person 905-854-0997

Phone for an appointment.

Baking position available, nice little

full-time job. Will train the right

person. Monday through Friday.

905-854-2554 Campbellville

SIGN BUSINESS TRAINEE wanted for prominent Mississauga Sign Co. We are re-locating to Milton in December and require energetic person who wants to learn the sign trade. Candidates must be fluent in English - verbal & written.

Fax resumes only 905-826-9621

SAVE LIVES MAKE \$\$\$\$

Communication Dept. seeks 15-18 self-motivated, ambitious, innovative individuals to join our pinnacle team. P.R. exp. An asset, however if your willing to learn, we're willing to train for this rewarding work.

F/T ONLY 18+YRS.

If you got what it takes phone Tara @ 905-577-0808 Fax:resume 905-577-0405. www.mint-inc.com

FREE TRAINING Drive 4 Us.

School Bus Driver's Wanted

Call 905-877-4448

Laidlaw is an equal opportunity Company

Brunello Ristorante **NOW HIRING:**

Full & Part Time Dishwashers & Wait Staff Must be mature.

Fax resume to 905-875-3051 or call 905-875-3305



THE PALLET BUREAU Customer Service Rep/General Office Assistant

The Pallet Bureau is a young and growing company providing services to companies across Canada from our head office in downtown Milton. Our customers are major players in grocery and related industries who look to us for help in tracking and retrieving their pallets and reusable containers.

This new position will include general office support as well as basic customer service. Duties include entering customer information in our database, phoning to discuss issues and problem solving.

The ideal candidate is mature and outgoing, comfortable working in a small team environment, a self starter, good at resolving issues over the phone and has basic computer skills.

We offer family friendly flexible hours and a starting salary of \$10.00 per hour.

Please forward your resume by October 4, 2002. Fax 905-878-6362 or jobs@palletbureau.com

Please note only those candidates selected for interviews will be contacted.

GENERAL LABOURER/ MACHINE OPERATOR

Required for Plastic Vacuum forming operation in Milton.

Will train. Send resume by fax to 905-878-8452 Attn: Human Resources

FT/PT - Curves for Women

World's largest fitness organization is accepting resumes for a mature, energetic, self-motivated person that loves to work with people.

Perfect opportunity for someone returning to the work force.

Fax resumes to 905-875-3512.

Domino's Pizza **NOW HIRING** PART-TIME STAFF.

Apply in person at 17 Wilson Drive (at the corner of Main St. and Wilson Drive) after 4pm daily.

QS9000 & ISO14000 Automotive Parts Manufacturer is looking for a WORKING SHIFT SUPERVISOR

An exceptional communicator with at least 2 years experience working in a manufacturing process environment must be willing to work shift work and overtime. Please forward resume to:

Human Resource Manager Box #3038 c/o The Canadian Champion 191 Main Street, Milton, Ontario L9T 4N9

PLATING LINE OPERATOR

Required for afternoon shift, preferred one year experience in plating process, with forklift experience. Basic math and the ability to do chemical testing and SPC. Strong team player with exceptional communication, organization and problem solving skills. The ability to work independently is an asset. Submit a detailed resume to:

DANA CORP. LONG MFG.

Human Resources Department 1400 Advanced Rd., Oakville, Ont. L6L 6L6 905-825-8425 (Fax)

No phone calls please. We thank all applicants, but only those selected for an interview will be contacted

Tired of part-time hours?

Want steady full weeks? 14 EXPERIENCED BRAKE-PRESS **OPERATORS**

\$13/hr to start, Shift work Apply in person to: RAMADA INN, Chisholme Drive, Milton Wed. Sept. 25, 4-8pm & Sat. Sept. 28 12-4pm

Office Help

525 Office Help

PART TIME RECEPTIONIST

required for Optometric Office Call 905-878-5882

Customer Service/Sales Full-time & Part-time positions

self-storage company requires flexible individuals to work in an active yet supportive environment. Full-time position is a 4 day work week. Positions will include one weekend day. We offer solid training. The best base salary in the industry to a reliable individual. You would be computer literate, sales oriented, with previous customer service and office experi-

ence definite assets. Call Marilyn between the hours of 1pm - 4pm ONLY, Monday to Friday (905) 567-5295

LEGAL SECRETARY

With at least 5 years' Litigation or Corporate Commercial experience required by Brampton firm. Speigel Nichols Fox www.ontlaw.com brendon@ontlaw.com



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