Office Help

Office Help

#### Customer Service Representative

A vibrant and growing food distributor is currently seeking a responsible & reliable individual.

#### THE SKILLS:

- Strong customer relations
- Excellent English communications
- Good computer skills a definite asset
- Possess a pleasant telephone manner Please fax your resume to: **Attention: Human Resources** Fresh Start Foods Inc.

#### IN-BOUND CSR (2) \$32,000++

Fax:905-878-9010

Oakville, perm. position handling in-bound calls & customer queries in an automated call centre environment. Avail. to work 8-hr rotating shifts between 8am-8pm.

#### ACCOUNTING/ ADMINISTRATIVE ASSISTANT (3-MONTHS) \$30-\$32K

Oakville, Word/Excel/Powerpoint/ 45 wpm, invoicing, support to Senior Admin. Asst. & Controller. Opportunity may lead to permanent.

www.theselectiongroup.com or 905-238-1300

#### LEGAL SECRETARY

Legal Secretary required for Milton law office. Real Estate, Family and Criminal. Recent Real Estate experience essential Please fax resume 905-878-4984

#### Executive/Admin Assist.

Dictaphone experience, Word and Excel a must. Leasing experience preferred. Marketing experience an asset. Applicant will be taking over office management duties as well as working closely with the Chairman and Executive staff. Oakville.

> Please fax resume to 905-339-3407 Attn: Theresa

#### OFFICE CLERK -PART TIME

Data entry into Simply Accounting and Microsoft Office, help with phones, file, photocopy, fax, mail etc. Fax (905) 878-9493

#### The Body Shaping Fitness Studio for Women

Receptionist Sat., 8-5 & Sun., 9-4 **Graduate Kinesiologists** 

Apply with resume: 183 Lakeshore, Oakville Fax: 905-849-1913 Tel: 905-849-1919

535 Hospital/Medical

535 Hospital/Medical



COMMUNITY HEALTH SERVICES Canadian Red Cross Is offering a full-time career opportunity:

#### Clinical Supervisor- RN/RPN Region of Peel

Your primary duties include: developing and assessing client care plans, recruitment, training and supervision of support workers, assessing compliance with CHS' policies and procedures.

A current registered nursing certicate of competence from the College of Nurses of Ontario is preferred, with excellent assessment skills and 3-8 years experience gained in case management and supervision, preferably within a community based agency. This is a progressive position with the opportunity to work within a multi-disciplinary team setting.

Preference is given to those candidates with supervisory experience in a unionized environment and experience in WSIB claims management. Current T.B.

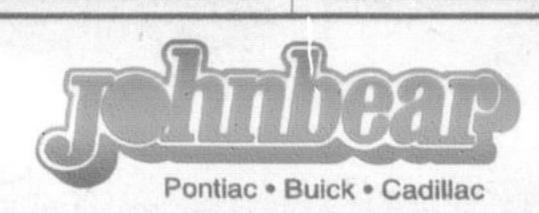
Must be available for flexible, non-traditional, and rotating on-call hours. We offer a competitive salary and benefits package. Applications must be submitted by November 7, 2003.

Community Health Services Canadian Red Cross 5700 Cancross Court, Mississauga, ON L5R 3E9

Fax: 905-890-2126 Attention: Manager We thank you for your interest but only those applicants considered for an interview will be contacted. An Equal Opportunity Employer

Sales Help

Sales Help



#### FLEET / LEASE SPECIALIST

We are currently interviewing professional, motivated men and women interested in a career in lease and fleet sales.

The successful candidate will require:

 Minimum 2 year automotive sales exp. Well versed in automotive leasing

Willingness to prospect for new business

Knowledgeable in truck sales

We offer:

Salary plus commission

Demonstrator program

 Existing portfolio Number 1 GM dealer in Hamilton

 Large inventory Fleet management position

If you are seeking an opportunity that is both challenging and financially rewarding, this may be the step up for you. Please call or e-mail your resume for your confidential interview.

> Roger Cowie, New Vehicle Manager John Bear Pontiac Buick Cadillac Ltd. Hamilton Ph: 905-575-9400 E-mail: newcar@johnbear.com

#### Work At Home For Major **Canadian Contact Centers**



#### REALTIME AGENT NETWORK

There are immediate openings for Contract Agents.

Find out more about this new career opportunity:

Come To A CallCast Job Fair: Thursday, October 30th - 7:30pm Country Inn - 2930 South Sheridan Way, Oakville ( QEW + Winston Churchill Blvd ) Go To: www.callcasting.com

Or Call: 416-987-2278

#### BILINGUAL CSR \$36K

Now recruiting English/ French candidates for a Miss./Etob. Admin. Service Co. Ideal for career path. Perm & contract opportunities. Available immediately.

Email: katherined @dynamicemployment.com Fax 1-905-796-0043

Hospital/Medical

Hospital/Medical



COMMUNITY HEALTH SERVICES Canadian Red Cross Is offering a full-time career opportunity:

Community Health Services

Supervisor-Region of Peel

Your primary duties include: developing and assessing client care plans, recruitment, training and supervision of support workers, assessing compliance with CHS' policies and procedures and assisting the Clini-

cal Supervisor. The candidate should have excellent assessment and problem solving skills, and a post secondary education in a health or social services field with 3-6 years of supervisory related experience, preferably within a

community based agency. Experience in a unionized environment and knowledge of WSIB claims management would be considered as-

Must be available for flexible, non-traditional hours. Travel is required. We offer a competitive salary. Applications must be submitted by November 7, 2003.

> Community Health Services Canadian Red Cross

5700 Cancross Court, Mississauga, ON L5R 3E9 Fax: 905-890-2126 Attention: Manager We thank you for your interest but only those applic-

ants considered for an interview will be contacted.

An Equal Opportunity Employer

## DENTAL HYGIENIST

PART-TIME TEMPORARY POSITION

Tuesdays 4pm - 8pm, Wednesdays 2pm - 8pm For busy family practice in Georgetown. Possibility of becoming permanent position.

PLEASE SEND OR FAX RESUME TO: DR. DENIS BEAUCHESNE 99 Sinclair Avenue, Suite 306

GEORGETOWN L7G 5G1 Fax: 905-877-3917

540

540 Hotel/Restaurant

## Front Desk

The Comfort Inn located in Burlington, Ontario is currently seeking a part-time Front Desk Clerk. Candidates should possess excellent communication skills, have an aptitude for figures, enjoy dealing with the public and be able to work independently. Responsibilities will include handling guest relations and administration. Canadidates should also have a good understand of computers. Previous experience is an asset, however, we do provide full training.

Please fax resume to: 905-639-8968

Assistant HOUSEKEEPER part-time: professional, flexible, mature & reliable assistant housekeeper for country estate near Rockwood. Light cleaning, food prep & other duties. related experience required. Own transportation, non-smoking environment. Monday + 1 other day per week. Excellent ref. essential. 519-746-5556

FORGET Molly, Hire me! Experienced house/office cleaner available. 905-203-3113 leave message, insured.

HOMEMAKER for elderly lady in Lowville. Tues. through Thurs. afternoons 3 - 5 PM 905-335-6482

MOTHER & daughter team will clean your home, reliable, references available. 519-853-2151

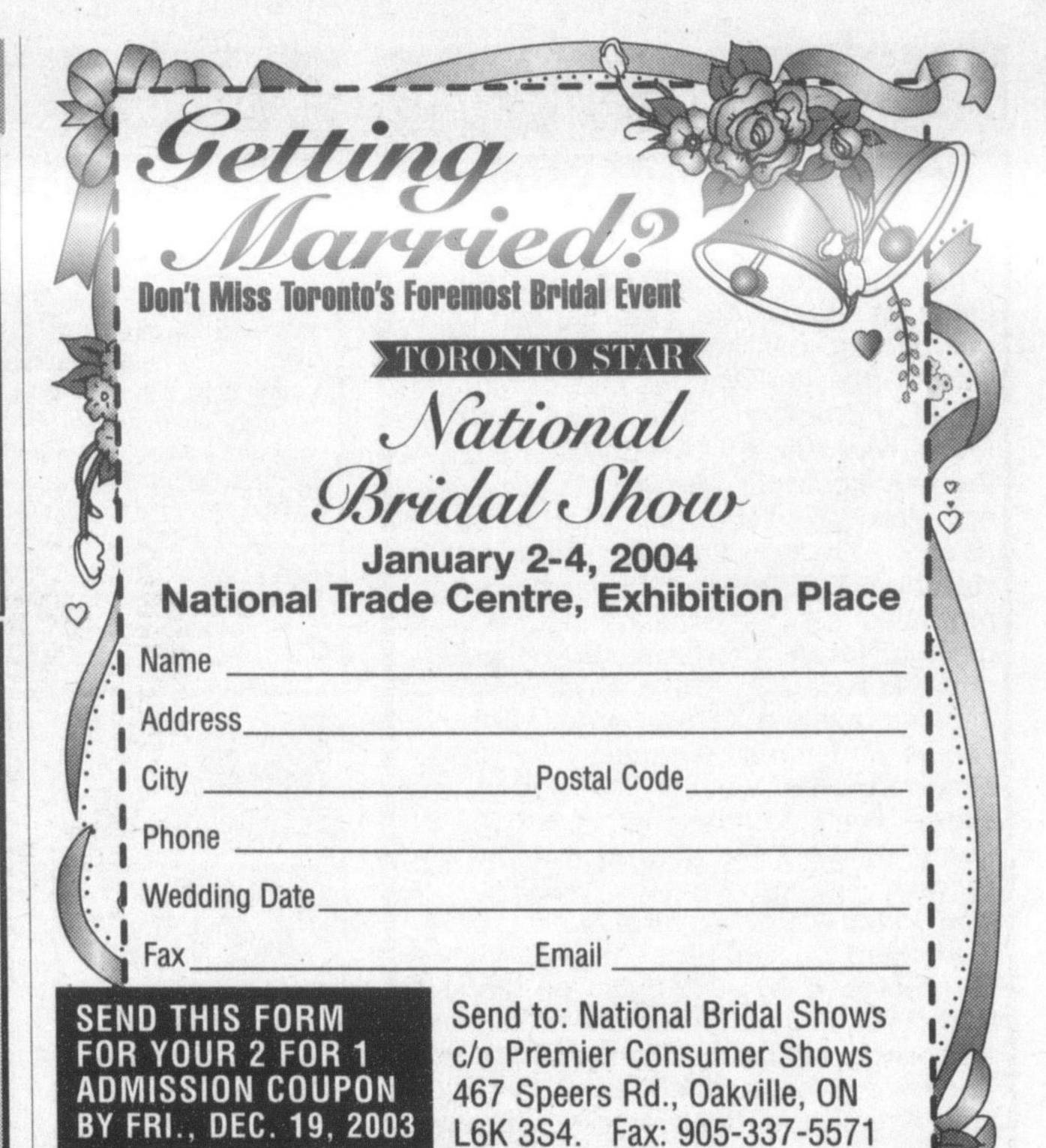
### Moving & Storage

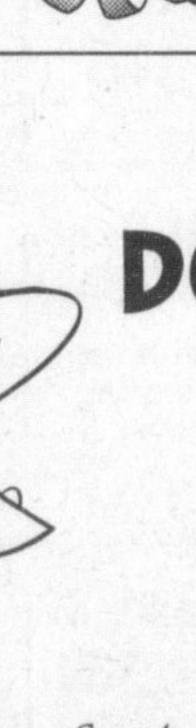
ACCREDITED ing/packing/storage. Domestic/international. Free wardrobes / picture cartons. Urgent jobs welcome. (905) 829-1282, (866) 666-1313



Now you can browse The Canadian

Champion





### SELLING DOESN'T HAVE TO BE AN UGLY EXPERIENCE.

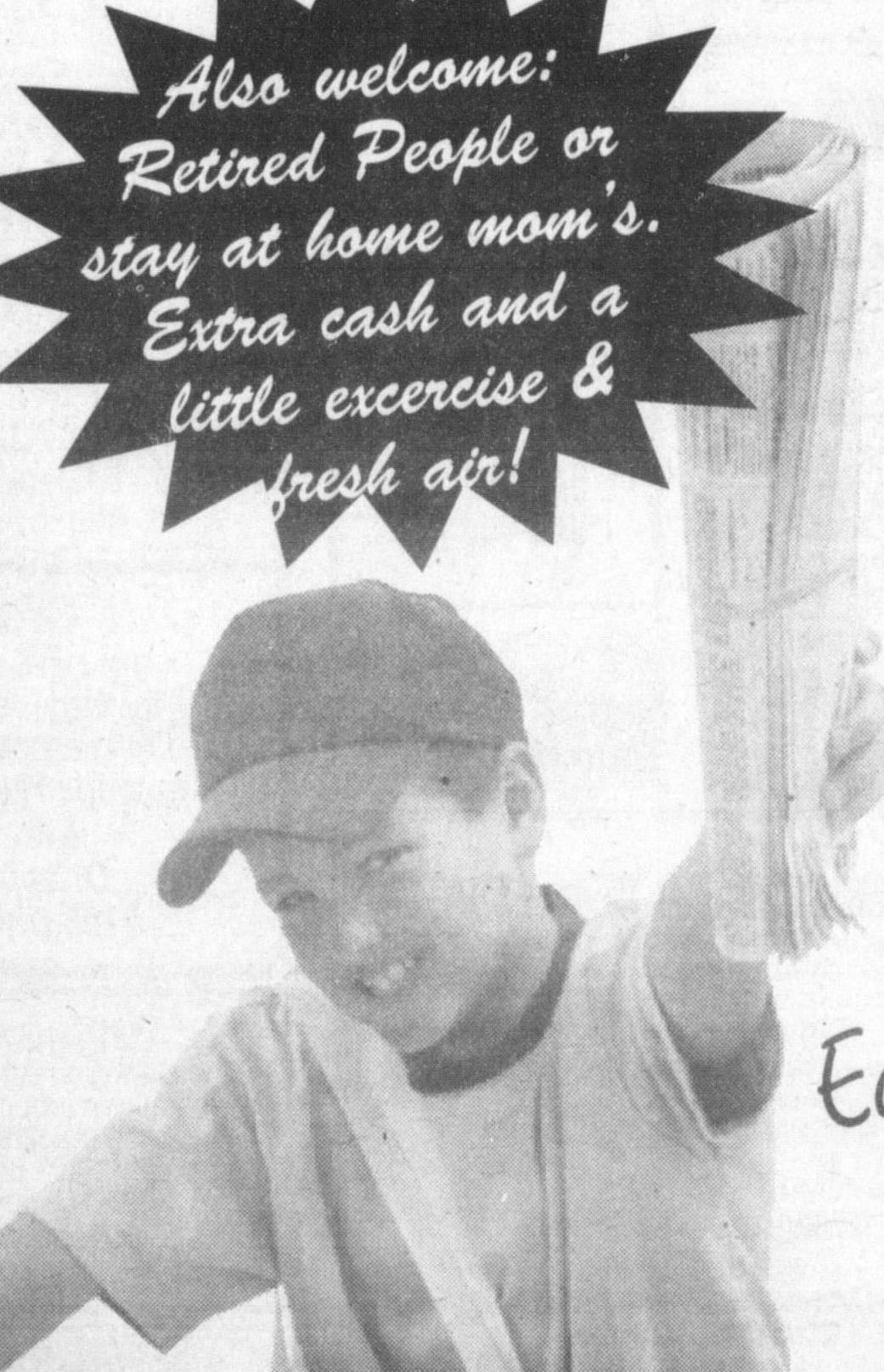
A DIVISION OF METROLAND PRINTING, PUBLISHING & DISTRIBUTING

Let our "spell-binding" classified staff help you place an ad today! The Canadian Champion

Phone 905-875-3300 Fax 905-876-2364

# GARRIERS NEEDED FOR DOOR TO DOOR DELWERY

TUESDAYS & FRIDAYS ON THE FOLLOWING RESIDENTIAL STREETS!



Mattamy Area...

Allan Cres. Earl Cres. Stevenson St. Norris Cir.

Chambers Pl. Hume Way Carrell St.

Also ... Cedarbrae Banting/Frobisher

Martin St. Kingsleigh & Kings Crt.

Maplewood Cres. Childs Dr.

Wallace Way Porter Way

Other areas are available

Earn Points and Prizes

Please call Sandy in Circulation 905-878-5947