

510 General Help Wanted

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515 Skilled Help

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Since 1990, Stevens Resource Group Inc. has earned a solid reputation for providing superior human resource solutions.

We require a **BRANCH MANAGER** for our Milton location. The candidate will be responsible for maximizing the sales revenue, maintaining a high level of customer satisfaction, and providing strong leadership to staff.

Candidate will possess the following skills and experience

- 5+ years sales and marketing
- 5+ years leadership skills
- Excellent communication and organizational skills
- Proven business development and customer service skills
- Proficient in MS Office Computer Programs

To be considered for this position, please forward resume and cover letter to:

Employee Relations Manager
496 Adelaide Street, Woodstock, ON N4S 4B4
Fax: 519-421-7497
Email: corporate@stevensresourcegroup.com
www.stevensresourcegroup.com

Lumber Yard Order Makers Required
We are seeking certified forklift operators for our Campbellville yard with lumber picking experience; ability to read English; ability to maneuver awkward loads. Must be able to lift 60 pounds.

Please send your resume to:
Rockett Lumber, 3350 Wolfedale Road, Mississauga, L5C 1W5 or
Fax: 905-275-4113
We are an equal opportunity employer.

GREAT NORTHERN INSULATION
Has an immediate need for insulation helpers and trainees. The position would be based out of our Milton Shop and would cover the GTA. Top wages and benefits offered for dependable and hard working people.

Resumes can be faxed to: 519-539-7946,
Email: gmorgan@gni.ca or
Mailed to: 935 Keyes Drive,
Woodstock, ON., N4V 1C3.

PERMANENT FULL-TIME POSITION
Outgoing, customer service/sales experience preferred. Hours vary including weekends and evenings. Wages + commission and bonuses.

Please fax resume to: 905-319-5955



NOW HIRING

- Quality Training • Incentive Programs • Benefits
 - Free Uniforms • Staff Discount • Generous Meal Policy
- Full time & Part time
Storefront & Production Staff for all shifts.
Students Welcome
Honesty, caring and a workplace that feels like home

Apply in person or fax resume to:
8501 Hwy 25 N (just north of the 401) Milton
Ph: 905-878-8712 Fax: 905-878-1583



DRIVERS STILL NEEDED

Free Training
School Bus Driver's Wanted
Call 905-877-4448
Laidlaw is an equal opportunity Company

GEORGETOWN

Full and Part-Time Warehouse positions available. Starting wage \$9/hour.

Please fax resume to:
905-873-0869

FOOD PROCESSING FACILITY
in Georgetown has an immediate opening for a **Maintenance Mechanic**

The ideal candidate will have a millwright certificate combined with extensive experience relating to pneumatics, hydraulics & basic electrical knowledge. We offer competitive salary and excellent benefits. Please fax resume Attn: Maintenance Manager
Fax # 905-873-1190

Equipment manufacturing company located in Burlington is looking for an organized and energetic **PARTS PERSON**

Responsibilities will include: organizing and maintaining parts department, purchasing, order desk, picking and shipping. Must be fluent in English and have computer experience. Competitive wages. Knowledge of industrial hardware/ hydraulic/ automotive parts would be an asset.
Please fax your resume to: 905-335-9990



The Burlington Downtown Business Association is a dynamic collection of over 380 shops, services & restaurants in the heart of the Burlington business community.

Our not-for-profit organization has an immediate opening for a **P/T Membership Services Coordinator**

Reporting to the General Manager, and working closely with our Membership Services Committee, the successful applicant must have post secondary education and experience with Communications, Marketing and/or Business Administration. The candidate will liaise with the members of the Downtown business community and must have excellent interpersonal and organizational skills. The position requires familiarity with database software and related programs. The part-time coordinator will work 20 hours/week.

Interested applicants please forward a resume to
hiring@burlingtondowntown.on.ca no later than **January 21st, 2005**, or mail:
Hiring Committee, Burlington Downtown Business Association
414 Locust Street, Suite 202 Burlington Ontario L7S 1T7
Only those applicants selected for an interview will be contacted.

ON-CALL WORKERS (PACKAGING)

A steady and dependable worker, you will fill a key role on our assembly line packaging pharmaceutical and healthcare products. If you possess good manual dexterity, we offer training and a clean environment. You must be available for days, nights and afternoons on a part time basis and have reliable transportation.

Please apply in person with your resume on **Tuesday, January 11, 2005, between 10am and 2pm at: Patheon, 921 Gateway Dr., Burlington, ON or Fax 905-639-4945.**

We thank all applicants for their interest; however, only selected candidates will be contacted.



REQUEST PERSONNEL SERVICES INC.

WWW.REQUESTPERSONNEL.COM
REQUIRED IMMEDIATELY!

Our client in Oakville area has an immediate need for:

- PACKAGERS**
- Day \$10/hr, Afternoon shifts \$10.50/hr
- 420-A Britannia Road East Suite 201 Mississauga, Ontario (S.W. Corner Britannia Rd. E. & Kennedy)**
- Phone: 1-877-755-0395/ 905-755-0395**
- resumes@requestpersonnel.com**
- Accepting Applications 9-2pm Mon-Fri

JOB SEARCH WITH RESULTS!

EXPERIENCED WORKERS EMPLOYMENT PROGRAM

Discover How To:

- Identify your key strengths and skills
- Write effective resumes and letters
- Use the internet and post your resume
- Promote yourself in an interview

You Must Be:

- 45 years of age or older
- Unemployed and seeking work

Located at 460 Brant St, Unit 12 in Burlington
905-681-3356 ext 21
www.experiencedworkers.ca



Now Hiring for Rob's



2400 Guelph Line, Burlington PRODUCE MANAGER

The successful candidate will be responsible for the day-to-day management of all aspects of the produce department including ordering, merchandising, inventory control, labour management, maximizing budgeting sales and gross profits while providing outstanding customer service. Flexibility to work a variety of hours including days, evenings and weekends a must.

F/T PRODUCE CLERK

The successful candidate will be responsible for ordering, inventory control, merchandising, promotions, customer service & supervisory responsibilities.

F/T NIGHT CREW CLERKS (11pm-7:30am)

The successful candidate will be responsible for merchandising, stocking shelves & inventory control.

The ideal candidates must possess a minimum of 2-5 years relevant experience, exceptional leadership and communication skills. Qualified applicants may forward their resume to:
Fax: 905-331-3325, Attention: Store Owner



Sales Reps in the Burlington area!
Are YOU looking for a challenge?

We require:

- 2 - 3 years min sales exp
- Good computer skills
- Ability to communicate effectively
- Outgoing, positive individual
- A team player!

We provide competitive salary, commission structure, benefits, on-going training and continued growth.

Do you think you have what it takes?

Please forward your resume via e-mail to **aduggan@littlegroup.com** or fax to **905-333-5887** attention Andrea.

LABOURER

\$12.00/ Hour for commercial construction. Must have own transportation.

Work in greater GTA area.

Call (905) 855-5755

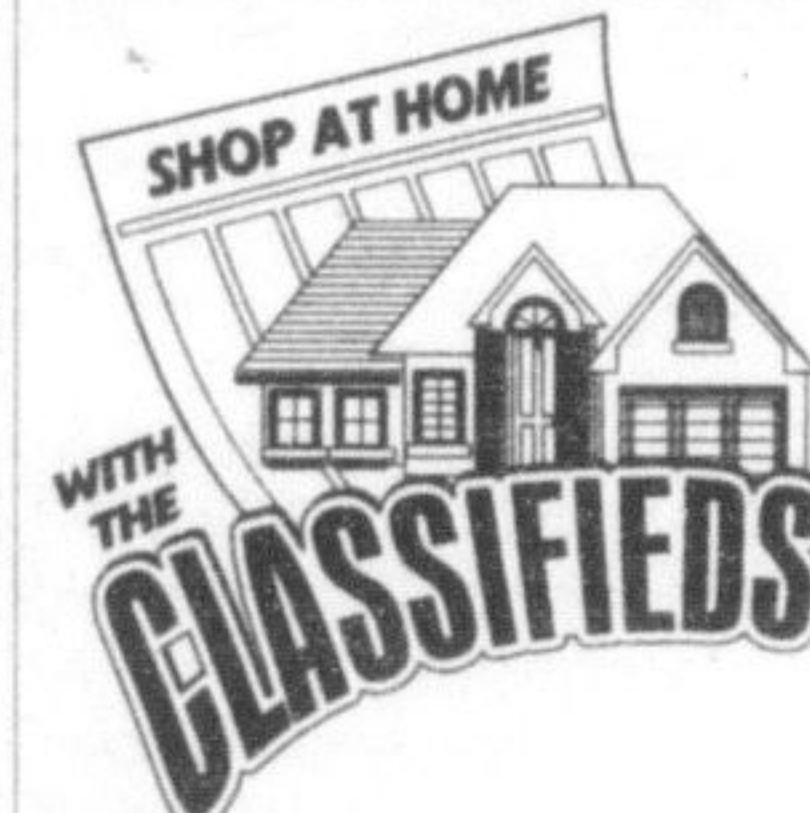
Ask for Construction Manager.



515 Skilled Help

AUTO BODY PERSON

for extremely busy auto collision repair facility. 5 yrs exp. mandatory Excellent wages & full benefit package
Call **905-689-9812** or after 7pm
Call **905-961-2014**



525 Office Help

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PURCHASING AGENT

A medium sized Residential Developer/ Builder requires an experienced Purchaser Professional with good communication skills and be able to work independently. The individual will have to be familiar with the Ontario Building Code and be required to formulate requests for quotations for all facets of residential home building and site development. In addition the applicant has to be able to analyze, scrutinize and be able to administer contract documents. Salary negotiable, depending on industry experience.

Please fax resume to: 905-469-4170

Employment Opportunity

We are currently hiring

CUSTOMER SERVICE COORDINATOR

Responsible for scheduling service appointments, customer follow up & customer mailings. Candidates will possess excellent communication, phone & sales skills. Automotive knowledge & experience an asset

LOT ATTENDANT

Duties include: washing vehicles, local deliveries, lot organization & general shop maintenance. Must have valid G license.

Please forward resume to Peter Evans
Fax 905-632-3571
or **petere@leggatsaturn.com**

Leggat Saturn Saab
814 Guelph Line at Fairview • 905-632-6444

REGIONAL MANAGER

Exciting Flexible Opportunity

Regional Manager Position available immediately for the Burlington area. Managing a Part Time Sales Team in a Big Box Hardware Retailer. Primary responsibilities include recruiting, training, managing and motivating a committed Team in your geographical territory. Includes weekly on-site visits. Qualifications include, 1-3 Years Supervisory experience, performance driven, superior communication skills to include recruiting, motivating your sales team. Internet access, phone line, printer and vehicle are required. Extremely attractive performance based earning potential.

BRAND AMBASSADOR

Exciting Part Time Opportunity

Are you outgoing, self motivated, energetic and Sales Driven? Do we have an exciting opportunity for you! Our client partner is looking for Brand Ambassadors to generate leads and build brand. Working 16 Hours per week-Thursdays evenings, Saturdays & Sundays. Base hourly rate +comm. Interested applicants in either position should apply by submitting your resume along with a cover letter to **careers@instorefocus.com** by **Wednesday January 12, 2005**. Please ensure that "Regional Manager - NIP" or "Brand Ambassador - NIP" appears in subject line.



requires **Licensed Technician** (Chrysler experience preferred) excellent wage & benefits package
Clean shop, latest equipment.
Please contact **Jude Barrows:**
parts@miltonchrysler.com/Fax-905-878-6553

Georgetown Volkswagen



2nd or 3rd Year Apprentice

Apply in person, with resume to:
Tom Brown, Service Manager
203 Guelph St., Georgetown

ELECTRICIAN

Licensed with own tools and transportation for commercial renovations. **Immediate start.**

Work in greater GTA area
Call (905) 855-5755

Ask for Construction Manager

SERVICE ADVISOR

We are looking for an experienced person, preferably with Reynolds & Reynolds computer experience. A dynamic, enthusiastic and organized person will excel in this career. Attention to detail and clear communication with other team members and departments is required. Join our growing Team at Budd's Saturn Saab in Oakville.

Please FAX resume to:
Peter Scheffler
905-845-2994



COME & JOIN OUR GROWING DEALERSHIP BURLINGTON TOYOTA

Lube Technician
Emissions Inspector

Successful candidates must have a valid D.L. in good standing. **Come Grow With Us!**
Deliver resume: 1249 Guelph Line, Burlington
Fax 905-335-4048 • Tel 905-335-0223
Attn: George Caie



Quadra Chemicals Ltd., a dynamic, nationally recognized distribution company seeks a

Customer Service/ Inside Sales Representative

for our Burlington facility. The position will be equally divided between functions and can eventually lead to an outside sales role.

The ideal candidate will possess:

- Experience in front line customer service, (knowledge of chemical distribution would be an asset).
- Proven computer skills (spreadsheets & ERP system);
- Ability to work independently as well as in a team and high pressure environment;
- Excellent interpersonal, communication and presentation skills;
- Detail oriented, excellent organizational and problem-solving skills;
- Ability and determination to seek out and pursue new business opportunities.

Quadra provides an excellent remuneration package, including a competitive incentive plan.

If you are interested in the position and meet the qualifications, please send resume along with a letter of intent to:

Quadra Chemicals Ltd.
Fax: 450-424-9458 or 1-866-424-9458
E-mail: joanne_modafferi@quadrachemicals.com

No phone calls please.
Only those candidates with relevant qualifications will be contacted.

SECRETARY/RECEPTIONIST (Full-Time)

Consulting Engineering Firm requires a Secretary literate in MS Word, Excel and Dictaphone Transcription. Must be fluent in written and oral English. Reply only by mail or Fax to:

THE SPG ENGINEERING GROUP LTD.
c/o General Manager
34 Rebecca Street Oakville, Ontario L6K 1J1
Fax No.: 905-338-9932

HEALTH CENTRE
Requires

Front Desk Staff

A busy position for an energetic, outgoing personality. Some Computer Skills necessary. Approx. 25hrs/week including evenings & Saturdays mornings. Start immediately.
Call Paula 905-845-1665