

**525 Office Help**      **525 Office Help**

**OFFICE MANAGER/BOOKEEPER**

Contract position required by Burlington company in construction industry. Must have experience.

Fax Resume  
**905-335-5767**



Here is an opportunity to join a dynamic, fast growing organization, to assist in its development and continued growth. We are world leaders in the manufacture of light-weight power transmission, conveyor and plastic modular belting. We require smart and talented people for the position of:

**Production & Field Service Personnel**

Successful candidates will possess strong interpersonal, communication and computer skills, a technical education (C.E.T. or equivalent; Community College diploma) and a mechanical aptitude. Extensive job skills and training is provided.

**Please reply with resume to:**

**Marty Ahearn**  
Production Manager  
Habasit Canada Limited  
2278 Speers Rd., Oakville, Ontario L6L 2X8  
Fax: 905-825-2612  
Email: Marty.Ahearn@ca.habasit.com  
**NO TELEPHONE CALLS PLEASE**

**CUSTOMER RELATIONSHIP COORDINATOR**

Working for an international corporation your main responsibility will be maintain strong relationships with an established customer base. You will support the customers by handling orders from start to finish. You will co-ordinate the logistics, provide pricing, availability & also offer support to the customers. You will also liaise with the dealer network & the installers. You will open new accounts for new clients.

**Required Skills:** Excellent written/oral communication skills. Ability to multi-task- Strong computer skills - Ability to work as part of a team. Exp. 1-2yrs.

Only those selected for an interview will be contacted.

**Please MAIL or EMAIL RESUME TO:**  
customercoordinator@yahoo.com  
Box 6472, The Oakville Beaver  
467 Speers Rd Oakville, ON L6K 3S4

**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.  
Fax: 905-878-9010

**WIKA INSTRUMENTS LTD.**  
is recruiting dynamic individuals for the position of

**RECEPTIONIST**

Duties will include handling incoming calls using a Meridian System, voice mail, data entry, filing and other office duties as required.

**Please forward your resume to:**  
Fax: 905-337-1517  
or email: p.charbonneau@wika.ca

**ADMINISTRATIVE ASSISTANT**

Full time position for a Professional Engineering and Surveying company. Must have advanced Microsoft Office (LAN environment) and excellent verbal and written communication skills. Position also entails report preparation, technical research and library maintenance.

Resumes stating compensation expectations to:  
info@clipsham.com  
Or fax: 905-877-1321

**TITAN DOOR AND DOCK SYSTEMS**

**General Office Help for Telemarketing**

Mature, responsible person for small office, clear speaking voice in fluent English. Microsoft Word, some fill-in bookkeeping.

\$11.00/hour  
Fax: 905-454-4643 before 5:00 pm

**530 Sales Help & Agents**      **530 Sales Help & Agents**



**Bell World, National Wireless Stores**

**F/T RETAIL SALES CONSULTANTS**  
**F/T SERVICE CO-ORDINATOR**  
**F/T FLOOR CO-ORDINATOR**

National Wireless' Bell World Retail Stores offer complete communications solutions including Internet, Direct-to-home satellite, Wire-line and Wireless products, services and accessories.

**COMPENSATION**

Competitive hourly rates starting at \$10/hr  
Plus variable commissions  
Competitive company benefits.

**LOCATION**

Oakville/Mississauga Store Locations

**QUALIFICATIONS**

Strong sales skills.  
Excellent customer care.  
Computer skills.  
Previous retail experience  
Product knowledge in the telecom industry considered an asset.

**For consideration, email resume to**  
kfonseca@natcel.com or fax to  
(905) 829-5488 by 6:00p.m.  
Monday, May 16, 2005.

We thank you for your interest however only qualified applicants will be contacted. Please indicate which position you are applying for in your cover letter.

**530 Sales Help & Agents**      **530 Sales Help & Agents**

**Designer/Sales Professional**

Established Kitchen & Bath Showroom seeking very highly qualified individuals for sales & design position. Qualified candidates must have minimum 3 years experience in high end cabinetry design and sales. Computer and 20/20 design knowledge an asset. Salary plus commission. Paid holidays. Benefits optional. Team based approach with an excellent support staff. Send resume to:

**Oakville Kitchen & Bath Centre**  
599 Third Line, Oakville, ON L6L 4A8

**Marketing Assistant (P/T)**

Do you want to join a great team working with seniors in a vibrant retirement residence in Burlington? We have the need for a confident, client-service oriented individual to assist in marketing and leasing of Burlington's newest retirement residence. A minimum of three years experience in marketing and sales to seniors is required. Primary duties include leasing of suites, assisting in marketing events, community outreach, marketing administration and event coordination. A part-time position, you must be able to work flexible hours and weekends. Enthusiasm, creativity and an established track record of leasing and/or sales closing are all assets.

**This contract position to December 2005.**  
Interested applicants apply to:  
Mary Turnbull, General Manager  
Fax: 905-319-6349  
email: maryt@heritage-place.ca

**535 Hospital, Medical, Dental**      **535 Hospital, Medical, Dental**      **535 Hospital, Medical, Dental**

We are currently recruiting for an...

**Administrator**

*Bella Senior Care Residence, located in Niagara Falls, is an innovative resident centered long-term care residence that is fully licensed by the Ministry of Health.*

In this role, you will be responsible for fostering the vision, mission, values, culture, and philosophy of our home. You have at least three years' experience in health care management, preferably in geriatrics, rehabilitation or long-term care coupled with excellent business and interpersonal skills. Ideally, you are proficient with MS Office software and have a strong understanding of the types of services offered in this home and ethno-cultural environment. You should also be a qualified Administrator under the Nursing Home Act.



If you would like to pursue a rewarding career with an innovative organization, please forward your resume in complete confidence to the management company. **Attn: Stewart Manning, CHRP**  
Fax: (905) 822-7427 e-mail: hr@regencycare.ca  
We thank all candidates; however, only those selected for an interview will be contacted.

**www.bellaseniorecare.com**

**DIRECTOR OF CARE**

Director of Care required at Churchill Place in Oakville. The ideal candidate will have at least 3-5 years management experience in a unionized environment with specific strengths in scheduling, staff development, quality control & knowledge of budget/ cost control processes. Strong leadership & organizational skills required. You must be a RN or RPN, possess a current CPR certificate, strong clinical assessment skills and communicate empathy towards seniors, families & community agencies. Computer proficiency a must. The applicant will be a team player, creative, friendly, service-oriented, and display an attitude which supports Lifestyle Retirement's philosophies and goals.

**Please forward your resume to:**  
Carole Huppenthal, Executive Director,  
Churchill Place  
Fax: 905-338-7117 or carolehuppenthal@lrc.ca  
by May 6, 2005.

NEDCO, a division of Rexel Canada Electrical Inc., has immediate openings in its Niagara (Oakville to Niagara Falls) and Western Central (Cambridge to Kitchener) districts.


**Inside & Outside Sales Reps**

Sales experience within the electrical distribution industry is required.

**Warehouse Personnel**

A minimum of a Grade 12 education is essential, as is one year of related experience.

Please forward your résumé to:  
Human Resources, 5600 Keaton Crescent,  
Mississauga, Ontario L5R 3G3. Fax: (905) 507-1129.  
E-mail: ontario.human.resources@rexel.ca



**FORMULA MEDIA GROUP**

Formula Media Group has an opening for a National **Sales Representative** to work with our World of Wheels and Canadian Auto World Publications.

The qualified candidate will be independent and self motivated with strong communication skills and an entrepreneurial spirit. A proven track record of success in developing new business coupled with at least 2 years of media sales experience is required.

In this role, you will be customer focused and will build strong relationships with new and existing clients by ensuring that their advertising needs are met. You will be goal-oriented and capable of meeting regular monthly budgets.

If you would like to work for a leader in the media industry this opportunity may be right for you. We offer a competitive compensation and benefit package as well as opportunities for future career growth.

If interested please forward your resume, and salary expectations, by May 13th, 2005 to:

**kellis@metroland.com**  
fax (905) 632-0308

*We appreciate the interest of all applicants however only those selected for an interview will be contacted. No phone calls or agencies please.*

**SPECIAL NEEDS WORKERS**

The successful candidates will be interested in working with children or adults with developmental disabilities in the Halton region. Provide parent relief or teach new skills. Parent directed.

**Fax resume: 905-849-6980 or e-mail:**  
respite@haltonsupportservices.ca

**DENTAL HYGENIST**

**2 to 3 Days per Week**  
Flexible

Please call:  
905-873-2012

**HALTON MEDIA GROUP**

The Burlington Post, a div. of Halton Media Group, is seeking an:

**Advertising Sales Representative**

The qualified candidate will be a motivated, independent, self-starter with a proven track record in sales. You will possess excellent written and verbal communication skills and be familiar with Microsoft computer applications.

In this role, you will be customer focused and will build strong relationships with new and existing clients by ensuring that their advertising needs are met. You will be goal-oriented and capable of meeting regular monthly budgets and special section targets.

If you would like to work for a leader in the media industry this opportunity may be the right one for you. We offer a competitive compensation as well as possibilities for future career growth. A reliable vehicle is required.

**If interested please forward your resume, no later than May 4th, 2005 to:**  
**kellis@metroland.com • fax: (905)632-0508**  
*We appreciate the interest of all applicants however only those selected for an interview will be contacted. No phone calls or agencies please.*



**NEW & USED SALES AGENTS**

Are you an experienced sales agent looking to make a move? Or an individual looking for a career change? We want you to join our team as a top performer.

**We offer you:**

- ★Strong Pay Plan ★RRSP Fund
- ★Benefits ★Demonstrator/Car Allowance
- ★Supportive Management Team
- ★Established Customer Base

**Contact us to see what the future holds!**  
Submit your resume to: David Nourse  
**KENNEDY FORD**  
Fax 905-845-9588  
dnourse@kennedyford.ca

**540 Hotel Restaurant**      **540 Hotel Restaurant**

**NOW HIRING**


- Hosts • Bussers
- Line Cooks • Dishwashers

Full-time, part-time & flexible hours

One of the things that gets noticed by those who work here is how everyone is treated. It's what makes Red Lobster a great place to work and one of the biggest success stories in the business. We offer great staff benefits that include medical/dental insurance, meal discounts, flexible hours and, best of all, a friendly team environment.

Interested in working with us? All you have to do is apply in person at 2423 Fairview St., Burlington and ask to speak to the Managers.

For management positions, please e-mail your resume to kgray@redlobster.com



**www.redlobster.ca**

**Garage Sales Continued From Page 28**

**Huge Multi Family Country Garage Sale**  
Sat. May 7th @ 9am-3pm  
5489 Sixth Ln., S of Britannia  
Great Parking, Bridge Closed  
Books, toys, furniture, collectibles, huge inventory clearance of new gift items including bird houses, frames, mirrors & much more!

**MOVING SALE**  
Sat. May 7th @ 8AM - ????  
2060 10 Sideroad Moffat  
(401 North on Guelph Line- West on 10 SR)  
**Huge Selection**

**COMPLEX SALE**  
Sat. May 7 @ 8am - Noon  
250 Satok Cres.  
Something for Everyone  
**Rain or Shine**

**GARAGE SALE**  
Sat. May 7th @ 8AM - ???  
326 Highside Dr.

*thyme*  
restaurant & wine bar

Oakville's newest fine dining experience now seeking experienced professional **WAITERS / WAITRESSES** to join our growing team.

**Call 905-815-8638 or submit resume to:**  
**266 Lakeshore Rd. E., OAKVILLE**