

525 Office Help 525 Office Help 525 Office Help

SENIOR ACCOUNTS PAYABLE

required for Oakville Manufacturer

Responsibilities include all aspects of accounts payable including coordinating with Purchasing Manager and suppliers to ensure that all invoices and payments are processed accurately and in a timely manner. Must be able to do journal entries and reconciliations to general ledger. Data entry for all accounts receivable information.

QUALIFICATIONS INCLUDE:

- CGA-Level 2 or Level 3 preferred
- Excellent verbal and written communication skills.
- Knowledge of accounting, GAAP and a minimum of 1-2 years of prior payables experience at a senior level
- PC proficiency and solid working knowledge of Microsoft Outlook and Excel.
- Ethical in dealings with suppliers and excellent communication skills, with a "can-do" attitude
- Ability to manage multiple and competing priorities
- You are highly organized and a strong multi-tasker

EDUCATION: College diploma, BS/BA or equivalent industry experience.

If you are qualified please email resume to: oakvillestaffing@yahoo.com

We thank all those who apply, however only those being considered for an interview will be contacted.

530 Sales Help & Agents 530 Sales Help & Agents

SALES ASSOCIATES

Stephenson's Rental Services requires customer service oriented people for our equipment rental location in Milton. \$12.00/hr plus benefits after 3 mths. Customer service experience & a mechanical aptitude are definite assets. Must be able to work weekends.

Please fax (905)876-3367 or email careers@stephensons.ca

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

PARAMED

HOME HEALTH CARE

PSW's/ Student Nurses

Needed for weekend work in Burlington & Oakville Communities

We offer

- Competitive wages
- Paid education opportunities
- Benefits to qualified staff
- Supportive team opportunities

You qualify with:

- Your Home/ Personal Support Worker Certificate or equivalent
- A reliable vehicle (an asset)
- Availability to work weekends
- A caring and empathetic attitude

Mail or fax your resumes Attn: Roberta Dunn
ParaMed Home Health Care
1515 Rebecca St., Ste 301,
Oakville, ON L6L 5G8 • Fax: 905-847-1038

We welcome all applicants. Only those selected for an interview will be contacted

Nurse/Manager Required

Energetic & self motivated individual required to manage the daily surgical organization of a busy "leading edge" cosmetic surgical centre

- Registered Nurse
- Operating Room experience essential (either medical or dental)
- Minimum 5 years experience
- ACLS certified
- Multi-tasking & organizational skills a must
- Exceptional interpersonal skills
- Team player (opportunity to be part of a great team)
- 4-5 days per week (approx 36-40 hours)
- Competitive remuneration

Please fax resume to 905-634-5406 or email to office.drw@cogeco.net

Thank you for your response. Only eligible candidates will be contacted.

DENTAL HYGIENIST

2 to 3 Days per Week
Flexible

Please call:
905-873-2012

permanent part-time
MEDICAL SECRETARY

Required immediately in a busy fast paced clinic. Work 3 weekday evenings and Saturday. flexible, mature and experienced.

Please send resume to:
 P.O. Box #2541
 280 Guelph St., Unit #29 Georgetown, ON L7G 4B1

CERTIFIED DENTAL ASSISTANT

Required Full Time in Georgetown Dental Office.
 Please fax resumes to:
905-877-4003

RK Reimer Developments Limited

Temp. Exec. Asst.
 F/T 1-yr contract for mat. leave. Must understand Microsoft Windows, Office-Word and Excel. Good computer skills. Must be self-motivated and aggressive with good communication and people skills.

Please fax resume
Attention Christine
905-336-7936

PART-TIME DENTAL RECEPTIONIST

required for Milton practice.

Knowledge of Windows Abeldent preferred.
 Must be available to work flexible shifts.

Please fax resume to **905-876-3491**



540 Hotel Restaurant 540 Hotel Restaurant

Now Hiring PART-TIME BANQUET SERVERS

Must be available weekends
 Fax resume to Cheryl
 @ 905-876-0496

Also **Fulltime Dishwashing position** open

545 Teaching Opportunities 545 Teaching Opportunities

TEACH ENGLISH OVERSEAS

Asia, Europe, Latin America, Middle East
Opportunity of a Lifetime!
5-day TESOL Certification in-class, on-line, or by correspondence, \$450
Canadian College of Educators
www.BEAteacher.ca
905-896-0000 REGISTER NOW!

GARAGE SALE

Sat. May 28
 8am - Noon
753 Byng Cr.
Large metal desk, change table, books & lots more.

MULTI FAMILY GARAGE SALE

Sat. May 28
 8am - Noon
236/238 Hampshire Way
 (Main St. & James Snow Parkway)
Furniture, roller blades, baby clothes, books, household items, and much more!!!

MULTI FAMILY GARAGE SALE

Sat. May 28
 8am - 1pm
Holly & Syer
Sporting equipment, games, double stroller.
Something for Everyone!

STREET SALE

Sat. May 28
 8am - Noon
Bundy Dr.
 (Hawthorne Village)

GARAGE SALE

Sat. May 28th
 7:00AM - NOON
465 Woodlawn Cres.
 Rain or Shine

MULTI-HOME GARAGE SALE

Sat, May 28th
 8:00AM - ???
1053 Barclay Circle
 (Hawthorne Village next to Park)
Furniture, Sporting Goods, Dishes, Books, CD's, Videos, Household Items and MORE!

HUGE GARAGE SALE

Sat. May 28th
 8AM - 2PM
733 Coulson Ave
Shelving units, dressers, household items & much more
 Rain date: Sun May 29th

KERR TRAIL STREET SALE

Sat. May 28
 8am - 1pm
 Garage Sale at several houses on Kerr Tr.
 (Hawthorne Village - Derry & Thompson)
Furniture, antiques, household items, craft supplies, kids stuff & more.

MULTI-FAMILY GARAGE SALE

Sat. May 28th
 8AM - NOON
572 & 574 Elliot Cres.
Bikes, children's clothes, toys, left handed golf clubs, golf bags, sofa bed, mahogany bed & much more.

Garage Sales This Weekend

MULTI FAMILY GARAGE SALE

Sat. May 28
 8am - 1pm
 866 Lancaster Blvd.
Lots of Toys, Something for Everyone!!

GARAGE SALE

Sat. May 28
 8am - Noon
539 Churchill Ave.
 (Dorset Park)

STREET SALE

Sat. May 28th
 8AM - NOON
Foster Crt
 (off Hayward)
Lots of treasures! Baby items and so much more!

Too much stuff lying around?
 Don't want to do a garage sale?
 Why not donate it?
FAMILY SUPPORT NETWORK
GIANT ANNUAL GARAGE SALE
SAT. JUNE 4TH
 760 MAIN STREET EAST (BESIDE GO)
Call Rena Smith 905-693-1705

YARD SALE & BAKE TABLE

Sat. May 28th
 8AM - 2PM
St. Stephen's Anglican Church
 1480 Steeles Ave.
 (between Winston Churchill Blvd & Trafalgar Rd.)

YARD SALE

Sat. May 28
 8AM - ???
390 McNabb Cres
 Dining room & patio set, household items & more

GARAGE SALE

Sat. May 28th
 8AM - 1PM
10444 - 4th Line, Milton
 (North of Milton, East of Hwy 25)
Furniture, china, linens, comforters, some tools & misc. items

GARAGE SALE

Sat. May 28th
 8AM - NOON
891 Cedarbrae Ave
 Something for everyone!

GARAGE SALE/PLANT SALE

Sat. May 28th
 8AM - ???
357 Kingsleigh Cr.
HOSTAS - over 35 varieties
 Household goods.

GARAGE SALES

Sat. May 28th
 7:30AM - NOON
88 Maple Ave.
 (off Thompson Rd.)
Something for everyone!

HUGE 2 FAMILY GARAGE SALE

Sat. May 28 • 8am - 2pm
5193 Tremaine Rd.
 (between Dundas & Britannia)
 New equestrian supplies, chaps, photography equip. & props, complete winemaking equip. furniture, antiques, jacuzzi, aquariums & cabinet, new auto CD player, clothes, books, toys, lots of parking. **Rain or Shine**

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The Milton Canadian Champion, a division of Halton Media Group, is seeking an experienced:

Insides 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 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 weekly budgets and special section targets within a deadline focused environment.

If you would like to work for a leader in the medial industry, this opportunity may be the right one for you. We offer competitive compensation and benefits as well as possibilities for future career growth.

If interested please forward your resume, no later than May 20th, 2005 to:

wmcnab@miltoncanadianchampion.com

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

The Oakville Beaver, a division of Halton Media Group, is seeking a:

Bonus Pak Sales Representative

The qualified candidate will be a motivated, independent, self-starter with the ability to work in a fast-paced, deadline focused environment. You will possess excellent written and verbal communication skills.

In this role, you will be customer focused and will build strong relationships with clients by ensuring that their advertising needs are met. You will be goal-oriented and capable of meeting weekly 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 and benefit package as well as possibilities for future career growth. A reliable vehicle is required.

If interested please forward your resume, no later than June 1st, 2005 to:

charlenehall@oakvillebeaver.com

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

MOBILE SALES REPRESENTATIVE

ISECO, Canada's leading distributor of safety footwear and accessories, currently seeks a Mobile Sales Representative for our Mississauga, Milton, Georgetown & Brampton route.

Servicing an established territory, you will be responsible for scheduling client visits, promoting the sales of our products and service while meeting/exceeding set sales targets.

Combined with a G class license & clean driver's abstract, the ideal candidate will be computer literate, capable of driving a 24' truck and possess outstanding communication and customer service skills. Mobile sales experience an asset.

We offer competitive wages and benefit package. To apply, email a cover letter and resume to:

ISECO
 Attention: Human Resources
NadiaW@iseco.com

No telephone calls please. We thank all applicants for their interest, however only those selected will be contacted.

WE'RE ON THE WEB!

Now you can browse **The Canadian Champion**

CLASSIFIED LISTINGS ON-LINE.

www.haltonsearch.com

More Garage Sales on PG 33