

510 General Help **510 General Help**

BURLINGTON Company looking to fill the following positions:

Product Manager - Mechanical Design required with 3 - 5 years working experience in a mechanical design technician or engineering role. Recent CADKEY experience a must. Working knowledge of Solid Edge and SLA 3D Modeling system an asset. Design of new & modified products from inception to production. Excellent communication skills required. Limited travel within North America.

Inside Sales / Customer Service Position Fast paced office environment, must be computer literate with 3 years inside sales experience. Promoting products to new and existing customers, quoting prices, taking orders, monitoring production scheduling and shipping to customers.

General Laborers Applications being accepted for General Labourers. Manufacturing facility, product assembly and packaging. Fine motor skills required. Full Time Day or Afternoon Shift. Applications kept on file for 6 months. Indicate shift preference.

Email resume to hr5320d@yahoo.com or submit to Burlington Post 5040 Mainway Dr. Burlington ON, L7L 7G5 Box 2075 All candidates must speak, read and write English fluently.

Christian Horizons

Is an evangelical Christian ministry that provides supports and services to persons who have exceptional needs.

We are currently accepting applications for **SUPPORT WORKER** positions.

Opportunities available in Oakville, Milton, Acton, Flamborough, Wellington and other locations across Ontario.

Candidates must possess a Developmental Service Worker Diploma or equivalent degree/diploma with relevant experience in the developmental services field.

Please submit resume and cover letter via email to: west_jobs@christian-horizons.org

Visit our web site at www.christian-horizons.org

expressfit
for women

EXPRESSFIT FOR WOMEN IN MILTON is looking for friendly and energetic women to join our team as Part-time Trainers/Sales Staff.

Available shifts include: Weekday afternoons and/or evenings. Previous experience in a fitness-related environment is an asset but full training will be provided.

Interested candidates please reply by fax: 416-352-1214, by email to: getfit@expressfitmilton.com

HVAC

Growing & Expanding HVAC Company in Oakville, Milton, Burlington & Mississauga requires Technicians with minimum 2 years service experience with all major brands. If you possess a recognized community college HVAC Technician certificate, Gas Fitter II certificate and would like to make a change and build your career with an expanding, Quality Service First company, send your resume to:

H.V.A.C 200 North Service Road West, Unit#1 Suite 522, Oakville, Ontario L6M2Y1 or email to: hvacopp@hotmail.com

OAKVILLE VOLKSWAGON

AUTO DETAILER/LOT PERSON

The applicant must:

- Be dependable and punctual
- Work quickly and efficiently and work must reflect attention to detail
- Have a clean, valid driver's license

Starting salary \$12-\$14/hr. depending on the individual. Excellent Benefits.

Send resume to: mark.seibert@oakvillevw.com or fax to (905) 844-2719, Attn. General Manager.

Travel Agents: Tired of Commuting?

Great Opportunity for **LEISURE SALES AGENT** with 2 yrs experience. Knowledge of Amadeus preferred but will train. Please forward cover letter and resume to **Karen Oliver, Uniglobe Glen Abbey Travel Oakville** Fax 905- 827- 7285 Email: karen@uniglobeglenabby.com

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ADULT CARRIERS

We are seeking individuals, preferably with experience in door-to-door delivery, who would like to join our team of independent contractors delivering an important Milton publication Tuesdays and Fridays each week.

These positions require adults who are reliable and conscientious and are best suited to those who enjoy the outdoors and an income based on the amount of work they perform.

To explore, please contact Bob at 416-720-1666 or 905-637-8795.

The Oakville Beaver

ATTENTION STUDENTS PERFECT PART-TIME WORK

High School student needed P/T evenings and Saturdays for customer service and door to door canvassing.

Please forward resumes with availability to: scottrell@oakvillebeaver.com or fax: 905-337-5557 NO PHONE CALLS PLEASE

Office Furniture Installation Company Requires the following for Oakville warehouse:

- Warehouse Foreman
- Warehouse Supervisor
- Warehouse Laborers

We offer competitive wages & over time. Immediate openings.

Please Fax Resume: 905-814-0613 Attention: Shauneen

AFTER SCHOOL SUPERVISOR

Rotherglen School is seeking an immediate after-school supervisor for ages 8-13. The hours are 3:15-6:15 p.m. Monday-Friday. The rate is \$15/hr. Experience preferred.

Fax resume to 905-849-1354. No Phone calls please

DON'T MISS OUT!

Great Opportunity in Burlington!

Profit of \$600-\$800

Guaranteed Monthly Plus Gas Subsidy

Early morning door to door

Delivery of the Hamilton Spectator & Toronto Star

Must have Reliable Vehicle. 7 days a week

Call Now 905-639-7700

Warehouse Help Required

Full-time workers needed for a leading community newspaper, handling/inserting flyers. Safety shoes are mandatory. Good pay based on piece work, East Burlington location.

Call Ravi at 905-637-8807 or fax resume to 905-637-7815, or apply in person with resume to 4390 Paletta Crt. Unit 1, Burlington, ON.

Quiznos SUB
MMMM...TOASTY!

NOW HIRING FULL/PART TIME

All positions, days, nights, & weekends

Please forward resume to fax 905.864.4456 or quiznossub@msn.com or at location at 420 Main Street east at Ontario.

GREAT NORTHERN INSULATION

has an immediate need for general labourers. Prefer applicants with a valid DZ licence but will also accept G licence. Prior construction experience would be an asset. The position would be based out of our Milton shop and would cover the GTA.

Resumes can be faxed to 519-539-7946 or mailed to: 935 Keyes Dr. Woodstock, ON N4V 1C3 Attn: Gloria Morgan, H.R. Administrator.

FRESH FACES NEEDED

Ages infant to 75 years for catalogue work, TV, fashion events.

\$15-\$90/hour

PLEASE CALL 905-336-5455

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FREE TRAINING

Laidlaw is looking for **RETIREEES and HOMEMAKERS**

To join our **GREAT TEAM** of School Bus Drivers

905-877-2251 or 905-877-4448

FULL TIME FACTORY WORKERS

Required, full time with benefits. Established in 1946, Industrial Ceramics is a Milton based manufacturer of technical ceramics with world wide sales.

Please drop off your resume at: 851 Nipissing Rd. Mon-Fri 8:30 - 4:30

INSTALLERS/HVAC TECHNICIANS

Asbuilt ClimateCare is a well established company in Georgetown looking for an experienced technician/installer. Must possess a minimum Gas Fitter II License, ODP card and a valid drivers license. Service truck provided and benefit package. Please fax resume attention Art: 905-877-8025

Stevens Resource Group

CUSTOMER SERVICE • WELDERS • FORKLIFT • OFFICE ADMIN.

All Shifts available

"Local temp to perm positions to begin immediately!"

225 Main St. E., Suite 11 905-878-7789 milton@stevensresourcegroup.com

Terra Glen Animal Hospital requires

PART TIME KENNEL ASSISTANT

Involves alternate weekends, holidays and 1 weeknight. Would be suitable for a responsible high school student.

Fax resume to: 905-873-7422

514 Salon & Spa Help **555 Domestic Help Available**

APPRENTICE & STYLISTS Required (Experience preferred) for busy downtown Burlington Salon For Interview Please Call **Wigsville 905-634-9022**

EUROPEAN family immaculate cleaning team. Reasonable rates, reliable. Call 905-741-7881.

K's Quality Cleaning Service, over 10 years experience for residential & light commercial. Discount for seniors, also estate clean outs. Call Kim @ 905-299-1321.

515 Skilled & Technical Help **515 Skilled & Technical Help**

MATTAMY

Build a new career at Mattamy Homes.

We currently have an opening in our Architecture Department for those interested in joining a dynamic, progressive homebuilder. If you have the qualifications and experience that matches the following opportunity we'd like to hear from you.

Architectural Technician - 6 Month Contract

This position provides architectural services to the Division, through the creation of lot specific drawings regarding Design Centre initiated changes, maintenance of drawing library, maintenance of site reports and assistance with drawings or sketches for homeowners. Qualifications: Architectural Technology Diploma • Excellent knowledge of drawing application, in particular AutoCAD • Ability to read architectural blueprints • Full understanding of Part 9, Ontario Building Code • Knowledge of building systems.

For more detailed job descriptions please visit www.mattamyhomes.com

Salary will be commensurate with experience.

To apply please contact Human Resources and indicate the position title that you are applying for

By fax: (905) 829-6160

By Email: jobs@mattamycorp.com

By Mail: 2360 Bristol Circle, Oakville, Ontario L6H 6M5

PRECISION TOOL MAKER (NOT TOOL & DIE)

Lathe & Milling Operator - entry level position, Grade 12, mechanical aptitude, minimum machine shop experience required - will train.

Email resume to: htetooling@yahoo.ca

515 Skilled & Technical Help **515 Skilled & Technical Help**

LEGGAT

F/T Lube Technicians (2) Lot Attendants (2) F/T GM Licensed Technician (1)

Required for busy GM Dealership

Forward Resume to **Service Manager Leggat Pontiac Buick Cadillac Ltd.** 2207 Fairview St. (Box 369) Burlington ON. L7R 3Y3 Fax 905-333-0170

525 Office Help **525 Office Help**

bürkert
Fluid Control Systems

Bürkert Contromatic, a Leading Process & Instrumentation Company located in Oakville is growing again! We have an immediate opening for a full time position:

Receptionist/Office Support

The successful candidate will have a minimum of 3 years experience in this field. Experience in Word and Excel a must. Bilingual applicants preferred, but not necessary. We offer an excellent benefits package with good growth opportunities.

Send your resume, in confidence, to: **Human Resources (905) 847-7152 or sandra.brennan@burkert.com**

Are You a TEAM Player?

HJM Insurance and Financial Services is a general insurance and full financial services brokerage.

Personal Lines - Account Manager

RIBO licenced & 2 years related experience. Must have excellent phone skills and be detail oriented. (CAIB or CIP would be an asset). The successful candidate will need to be able to work with minimum supervision, servicing our personal lines clients.

If you are professional, outgoing and enjoy dealing with the public, send your resume to **HJM Insurance & Financial Services** Attn: Aaron MacFarlane 1A - 775 Main St. East, Milton Ont. L9T 3Z3, Fax 905-876-1457 or email aaron.macfarlane@hjminsuranc.com

DATA ENTRY TEAM

Seeking enthusiastic self-starters, F/T & P/T hours 8am -10pm, M-F requiring;

- Strong keyboard skills & attention to detail
- Working knowledge of medical terminology an asset.
- Billing/Accounting experience required

Please forward experience and interest in P/T or F/T & desired hours, to gurskit@petcareinsurance.com

JUNIOR STEEL BUYER MILTON

A National Steel Tube and Bar Distributor, is looking for candidates for a new position in all aspects of purchasing Steel products. He or she must possess strong computer skills, and be comfortable with units of measurement, especially Imperial, as well as metric.

Please email resume to: terryg@teamtube.com

RECEPTION (Permanent PT)

required for busy dealership. Cash/ phone exp. an asset. Two evenings, alternate Saturdays. Suitable for student.

Please fax or drop off resume w/hand written cover letter to: **Attention L. Neville, Fax: 905-335-3639 Burlington Toyota 1249 Guelph Line Only successful candidates will be contacted for an interview.**

Service Receptionist FT & Sales Receptionist PT Nights

Receptionists required for busy car dealership. Must have upbeat, friendly & professional phone manners and the ability to multi-task.

Email resume to: wcarter@buddssaab.ca **Budds** Saturn Saab

Classified Ph. 878-2341 • Fax 876-2364 classified@miltoncandianchampion.com

525 Office Help

JUNIOR ACCOUNTANT

Oakville firm seeks full time person to support accounting team utilizing Accpac. Entry level position. Ideal Candidate will have 1-2 years Accounting experience or recent graduate of accredited college. Proficient in Excel & Word. Fax resume 905-847-6255 or email jlamb@mollymaid.ca

Accounting

Assistant required FT. Must have exp., know Excel and Word, be very organized, detail-oriented and a multi-tasker with excellent communication and customer service skills. Business vision and French are assets.

Fax to **Ren's Pets Depot 905-257-4611**

RECEPTIONIST

Required Full-Time at **Legendary Motorcar Company** Halton Hills - Some bookkeeping and Computer Skills required.

Please fax resume to: 905-878-4813

710 Painting & Decorating

REFRESH THAT ROOM!

Interior painting and wallpapering, professional workmanship, dependable, insured. Small home repairs. Steve Hartnagle 519-853-2024 Cell: 519-829-6014.

HaltonSearch.com