Ideal candidate will be

Strong interpersonal

530 Sales Help & Agents

532 Retail Sales Help

**Customer Service** 

Sales Associate

Enthusiastic and

energetic person for

retail/customer

service. Experience

preferred in sales

and merchandising.

Must have open

availability.

Administrative

ADMINISTRATIVE ASSISTANT

company has immediate opening for a qualified

duties as assistant to Branch Manager and general

duties require strong organizational skills, attention

to detail and accuracy, and being capable of

Manager with business development, marketing,

and customer service activities. Excellent verbal

and written communication skills are important for

this role, together with proficiency in Word, Excel,

and ACT. This is a full time position with

Please forward resume to the attention

of the Branch Manager at:

**Dundee Securities Corporation** 

1400 Cornwall Road, Suite 14.

Oakville, ON L6J 7W5 (F) 905-338-3337

E-mail: dstone@dundeesecurities.com

competitive salary commensurate with experience.

professional and a team

independently.

interested in a varied role including

player.

are also an asset to assist Branch

P/T SALES

ASSISTANTS

Required in Oakville

and Burlington, Must

Work Weekends/Holi-

days. Computer &

**Customer Service** 

Knowledge an Asset

Fax: 905-825-8009

E-mail:

to\_b@hotmail.com

Ass't Manager

NOW

HIRING

Rapidly Expanding

Company Taking

Applications for the

following positions:

Ass't Manager

Manager

**Manager Trainees** 

Marketing

**Customer Service** 

Must be available

immediately.

Call Universal Energy Corp.

416-849-0026

535 Hospital, Medical, Dental

Dental

**Group Practice** 

requires

DENTAL

**HYGIENIST** 

With Orthodontic exp.

to work with Paedo

specialist.

to Andrena

Call: 905-844-0872

AGSI Angus GeoSolutions Inc.

TEF AGSI provides Information & Technology based solutions for government, utility & commercial organizations by combining our core strengths of data, technology, people & services. AGSI is hiring for the following positions:

#### Data Operator(s) Software Developer(s)

For additional information or for submitting your resume/CV e-mail info@agsi.ca. No Phone Calls Please

# SILVERCREEK SERVICE CENTRE

#### Requires a LICENSED MECHANIC or 4th YEAR APPRENTICE

7:00 am to 5:00 pm. 45 hours per week. This is a salary position with full benefit package. Reply in confidence to Grant Baker at:

905-877-9042

#### KEEN RESTAURANT SERVICES INC.

Requires a Full Time Experienced Refrigeration Mechanic with a minimum 2yrs. Apprenticeship and G2 Gas License + Clean driver's abstract. We are located in the Georgetown, Milton, Mississauga area.

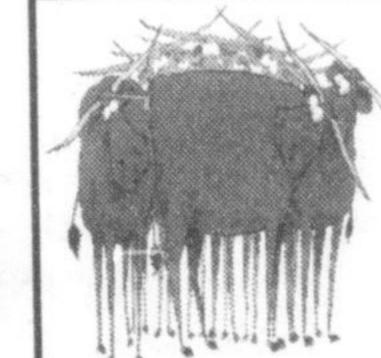
> Please fax resume to: (905) 702-0912 or email to: keenonline@aztec-net.com

#### BURLINGTON HYUNDAI

Due to enormous Growth we currently

require a
CLASS "A"

TECHNICIAN Looking for a bright future? Want above average income? Looking for Job Stability? Fax 905-633-8815



Have you herd the news? Classified now has email. classifiede

miltoneanadianchampion.com

or ph: 905-633-8811 Attn: lan Collett

525 Office Help

525 Office Help



**Bennett Health Care Centre** 

#### Senior Accounting Clerk (Part-time, 2 - 3 days per week)

The Bennett Health Care Centre is a 66 bed long term care facility in Georgetown. We are currently looking for a part time Senior Accounting Clerk with 3 - 5 years experience. The successful candidate will be very experienced in:

- Accounts Payable / Receivable Bank Reconciliations
- General Ledger Reconciliations
- Payroll
- Excel Spreadsheets

Interested applicants should forward their resume with cover letter to: bhcc@cogeco.net

# GALLINGER FORD LINCOLN

#### P/T EVENING RECEPTIONIST

Computer & switchboard experience an asset. Excellent customer service skills, good organizational skills. Must be able to multi-task, some accounting experience required but not necessary. Monday to Thursday 4pm - 9pm,

Saturdays 9am - 4pm. Please fax or email resume to: (905) 875-3676 info@gallingerford.com

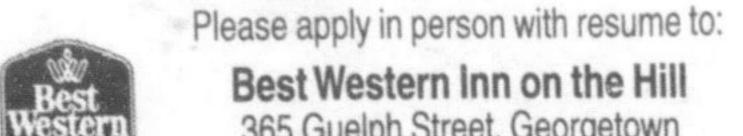
### **Full-Time Receptionist**

An office building located in Milton has an immediate opening for a F/T receptionist. The successful candidate will have not less than 2-3 experience. Must have excellent inter-personal skills and strong computer skills in various office programs.

Please e-mail resume to: stephen@afi-international.com Only those requested for interviews will be contacted.

## NIGHT SHIFT - FRONT DESK

12:00 Midnight to 8:00 am Sunday Night to Thursday Night included.



Best Western Inn on the Hill 365 Guelph Street, Georgetown

#### INTERIOR DESIGNER and ARCHITECTURAL TECHNOLOGIST

Required Full-Time for new Georgetown office. Commercial experience and Autocad 2004 a must.

Please email resume to: angiet@interics.ca

Or fax: 905-873-8620

#### MILTON HEIGHTS CAMPGROUND

Requires part-time office help for afternoons, Customer service evenings and weekends. and computer skills required.

Please apply in person between the hours of 9am & 5pm at: Milton Heights Campground, 8690 Tremaine Rd., Milton

Mature office help required. be computer literate with customer service experience.

> Fax resume with salary expectations to: 905-878-7676

# Metroland

#### ACCOUNTANT/ BOOKKEEPER

The primary responsibility of this position, reporting to the Accounting Supervisor, is to maintain the financial accounting records.

Duties & Responsibilities: Reviewing and analyzing monthly financial statements for several assigned divisions, Variance analysis to P & L, Preparation of monthly account analyses, Preparing and posting monthly journals, Assist in meeting month-end and year-end deadlines, Assist the Accounting Supervisors and Assistant Controller in special assignments or requests as they arise.

Competencies/Skills & Experience: Min. 2nd level CGA/CMA, Min. 3-5yrs accounting experience, excellent command of the English language a must, advanced analytical & computer skills, strong interpersonal and communication skills, knowledge of Lawson accounting software an asset.

Please email resume and cover letter to resumes-finance@metroland.com by April 8, 2007. We would like to thank all applicants for their interest in this position. Please note that due to the volume of applications received, only those candidates who are selected to advance in the application process will be contacted. No phones calls please

#### AutoPark Superstore-Burlington RECEPTIONIST

Highly organized, solid computer skills and detailed-oriented. Previous dealership experiences an asset.

Please e-mail resume to Richard\_bennet@autopark.ca

West Oakville office.

procedures.

Accruals

Scanning of invoices.

Projects as assigned.

Attributes/Requirements

Must meet required deadlines

Inventory knowledge an asset.

· Good skills in Excel, Access.

Accurate and timely in inputting information

Good communication and people skills

PROCOR

Accounts Payable Co-ordinator

Procor Limited is the leading Canadian lessor of specialized railcars and services.

Procor Rail Services, a division of Procor Limited, operates a network of fixed, mo-

bile and on customer site service centers. We have an immediate job opening in

our Accounting Department for an Accounts Payable Co-ordinator, located at our

The principal responsibilities in this position are as follows:

•Responsible for the accurate and timely processing of invoices within agreed

· Assist with processing credit cards expense reports and inventory

Matching packing slips, P.O., etc., with supporting documentation.

payment terms and in accordance with established Procor's policies and

Coding invoices and checking approvals.

Assist with the weekly cheque run/direct pay processing.

Sort the mail according to shop location to prepare for processing.

· Experience in a lean business environment would be an asset

experience and salary expectations by April 13, 2007 to:

· Team player, proactive, innovative, self starter, independent thinker

Interested parties are invited to submit their resume with a covering letter outlining

E-mail: employment@procor.com or fax to 905-827-7735.

We thank all applicants for their interest in Procor Limited, but only successful can-

didates will be contacted for an interview.

Journal Entries/balancing/reconciling Accounts Payable.

Processing Blanket Orders.

and othergeneral payables.

Back up for others in the department.

#### to place your ad in Bilingual Cust. The Canadian Champion Service Rep. call 905.878.2341

Required F/T for busy mail order department. Must have excellent cust. service skills, be computer literate, multi-tasker, work well with peers and under pressure. Involves taking orders, helping customers, picking/shipping.

Resumes to terina@renspets.com or fax 905-257-4614.

DeBoer's Furniture requires salespeople with retail sales experience for Mississauga location. Interior design or fashion industry background required.

Please apply in person, 2255 Dundas St. West, Mississauga or e-mail at: Ighaznavi@deboers.com

ASK About...

Illery !.

905.878.2341

Book your Recruitment ad today & receive 2 weeks on Workopolis for only \$125.00

The Canadian Champion

yahoo.ca 535 Hospital, Medical, Dental

Email: lc\_valerio@ 2 days/wk, 8-5pm No evenings or Sat. Reply in confidence

# CERTIFIED LEVELII DENTAL ASSISTANT

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



Solutions for Your Health Care Needs Personal Support Workers

(Day & Evening Shifts) available immediately for Burlington, Oakville and North Halton

We offer:

Flexible shifts

Competitive wages Pension Plan

Evening shift premiums

 24 hour clinical support Paid comprehensive orientation

 Education and Career Growth opportunities Travel reimbursement

Please apply to: Human Resources, Acclaim Health Fax (905) 827-5476 E-mail: humanresources@acclaimhealth.ca

Only those candidates selected for an interview will be contacted.

#### Full Time Hygienist Required for 1 year

maternity leave. High tech office, 1-2 years experience required.

Call Joan at: 905-878-9882 or Email resumes to: aitken@gmail.com

#### RN's / RPN's **Attractive Rates!**

Regular or casual shifts with a pleasant, low-stress LTC Facility located near Mississauga/Oakville border. Paid orientation. Immediate!

Email resume: angela @eplmedcare.com or fax 416-646-1795

The Prime Care Family Health Team is currently seeking a:

Mental Health Counsellor for a F/T one year Locum. We are situated in Milton, a pleasant, safe, thriving Halton Community. Full support is provided from the six family doctors,

Qualifications and Experience: Master in Social Work degree

specialists and our allied health personnel.

Must have a minimum of 2 years experience

· Must be able to provide help and support with issues of depression, stress management, anger, relationship problems, family breakdowns, chronic or debilitating health conditions and grief counselling. · Must be able to plan, organize, and manage a caseload

Training in Smoking Cessation would be an

Forward resumes to TracyRedden@primecarefht.ca Fax #905.878.7857

# The Canadian Champion to place an ad call 905.878.2341

540 Hotel Restaurant

540 Hotel Restaurant

Dishwasher

Kitchen

Help

905-825-6000

ext. 7222

Email

lewisfoods@

region.halton.on.ca

1151 Bronte Rd.,

Oakville

Ask for cafeteria

Arnold's Sportsbar

NOW HIRING

Full Time

Bartenders

& Servers

Full-Time

Kitchen Staff

Apply in person at

485 Morden Rd.,

Oakville

The Canadian Champion

Classified Hours

Monday to Friday

#### NEWLY RENOVATED NIGHT CLUB

Under New Ownership and Management

**All Staff Positions Required** Barstaff - Waitstaff - Busers - Barbacks Kitchen - Coatcheck - Security

Please call Daniel at 905-702-7677 Monday - Friday 9:00am - 5:00pm

# WORKELEY

Have the time of your life this summer! We are accepting applications for the

following: SERVERS

(Emma's & Water St.) · HOSTS ·

· COOKS · apply in person:

EMMA'S BACKPORCH Emma's Backporch 2084 Old Lakeshore Rd. Burlington

> Part/Full Time **Positions**

Available at popular downtown Milton restaurant

\* Dishwasher \* Cook

Call: 905-875-3305 Fax: 905-875-3051

565 Volunteers

9 am to 5 pm 565 Volunteers



Calling All Residents!

North Halton Childcare and **Family Enrichment Centre** The Family Place, a non profit child care centre, requires:

Volunteers for their Board of Directors Candidates must live in Milton or Oakville. Please submit a letter of interest by mail: The Family Place, Bishop Redding High School, 1120 Main St. E., Milton ON L9T 6A7 or email: fampl@hotmail.com Deadline: April 14th

#### DISTRESS CENTRE NORTH HALTON IS NOW ACCEPTING APPLICATIONS FOR NEW VOLUNTEERS

We are looking for Caring Individuals who want to feel connected to other people in our community.

Our extensive training program will help you help those who are distressed, lonely or thinking of suicide.

For more information contact: 905-877-0655



Finding a great job was so easy. Just open The Canadian Champion classified section is all it took. Phone 905-878-2341 or email: classified@ miltoncanadianchampion.com