F/T Accounting

Assistant

Must have experi-

ence, know Excel and

Word, be very orga-

nized, detail-oriented

and a multi-tasker

with excellent commu-

nication and customer

service skills. Busi-

ness Vision an asset.

E-mail to

rita@renspets.com

fax 905-257-4614.

# Ontario Water Products

has an immediate opening for an HDPE FUSION TECHNICIAN based in our Hornby, ON branch.

The successful candidate has:

- Ticket in butt fusion welding Ticket in electro fusion and extrusion
- welding an asset Valid drivers license

We invite you to Email your resume to: careers@owpinc.com Visit our website www.owpinc.com

for complete details

525 Office Help

525 Office Help

#### CALEDON CARD SERVICES Looking for Several Experienced Java and / or Perl WEB PAYMENT SERVICE PROGRAMMERS

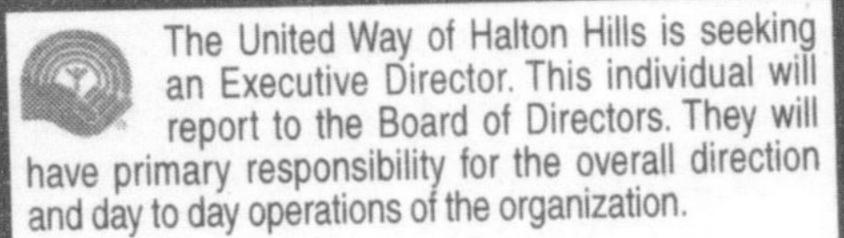
The ideal candidate would have:

- Web design skills with emphasis on security Database design skills, emphasis on scalability
- Troubleshooting and experience maintaining legacy code
- Experience with payment processing
- Experience programming in a Linux environment
- A meticulous attention to detail
- A strong desire to learn and improve

The position requires someone who can work with minimal supervision and rely on sound judgment and research skills to navigate their way though complex problems.

The successful candidate must also have excellent communication skills and be able to write coherent documentation and design recommendations.

Apply by email to: employment@caledoncard.com



- Excellent communication/interpersonal skills
- Financial, volunteer, multi-project experience 5-years experience in the non-profit sector
- 2-years leadership experience
- Post secondary, human services/related field Fundraising skills, strong community connections The ideal candidate is a resident of Halton Hills.

We offer a flexible, challenging work environment. Compensation: \$35,000 - \$40,000 annually. Interested candidates should apply to the hiring committee at unitedwayhh@bellnet.ca by 3:00 pm on Tuesday May 22nd, 2007

# PURCHASING / INVENTORY CLERK

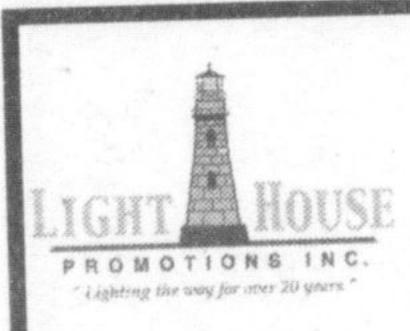
We are looking for a qualified candidate to join our distribution warehouse in Inglewood who will be responsible for purchasing, inventory control, logistics, answering phones and general office duties. Strong analytical abilities and proficiency in Excel is a must.

Please forward resume and cover letter to: jparent@grahamfrp.com Or fax: 905-838-3386

## BOOKKEEPER/ADMINISTRATOR

Our Georgetown office has an immediate, full time opening for the right individual to take charge of our G/L, A/P, payroll, banking, accounting and other office duties. You will also be responsible for financial reporting. Must be flexible with a strong work ethic.

Please apply to: mark@chalmersfuels.ca



Light House Promotions, a small Mississauga marketing co., requires a: P/T BOOKKEEPER 3 years experience min., approx. 10-15 hours/week Contact Bianca Postic: 905-569-1169 x. 221

### AUTOMOTIVE DEALERSHIP NOW HIRING

All Office Positions Auto Technicians, Sales Representatives

> Fax: 905-631-8271 email: hr@dixieautogroup.com

#### FACTORY TILE DEPOT BOOKKEEPER/ ADMINISTRATOR REQUIRED

Simply accounting experience preferred. 2 locations (Mississauga/Oakville). 30 hrs/week. P.O. management, inventory entries, accounts payables, daily sales reconciliations...

JOIN AN EXCITING YOUNG BUSINESS! E-mail/fax resumes: info@factorytiledepot.ca Fax: 905-465-1675

# GateWay

are a rapidly growing, established broker transportation Oakville-based transportation ground specializing in We offer a throughout North America. great work environment and a competitive wage/benefit package. We are currently recruiting for:

### ACCOUNTS PAYABLE/ OFFICE ADMINISTRATION

will include Freight Payables, General A/P, Collections and Credit, and , bookkeeping and sec-Applicants must have retarial duties. experibookkeeping computer-based The candidate must be organized working with minimal capable immediate supervision. permanent full-time, opening to intermediate This is a junior commensurate position-compensation with skills and experience.

> Please reply in confidence to: Gateway Freight Systems Inc. Fax: (905) 842-5407 email to: hraccts@gatewayfrt.com

# BRANTHAVEN HOMES

a Burlington based home-builder is seeking an: Accounts Payable Associate

The qualified candidate will have an accounting background with a minimum 2 yrs A/P experience. Strong time-management skills, attention to detail and ability to work under pressure/independently in a team setting are essential. Knowledge of Newstar and Excel an asset.

Responsibilities include matching invoices to backup & processing for payment, coding for lot/ project allocations, obtaining approval for payment, maintenance of A/P filing system, responding to vendor inquiries, other duties as assigned.

Please send resumes to: jobs@branthaven.com or Fax 905-333-1720

## (Ref position in subject line & include salary expectations.)

Senior Client Administrator Mutual Fund Firm Burlington, Ontario. Successful candidate will have 3-5 years experience in the mutual fund or banking industry. Successful completion of IFIC or able to become licensed within 6 months of hire. Must be a self motivated client-service oriented team player who demonstrates courteous verbal and written communication skills. Experience required in back office processing including superior computer and organization skills.

> Please email resumes with cover letter to: worldsource@themcdougallgroup.ca Fax: 905-632-0296

# KONECRANES CANADA INC.

Requires a P/T Data Entry Clerk. Working knowledge of standard Microsoft Office software is req'd. This position is immediately available with a competitive rate of pay and approx. 25-30 hours per

> Fax your resume to (905)332-3516, Attn: H.R. Dept.

For further information about Konecranes Canada Inc., feel free to visit our website: www.konecranes.ca

#### Staff Accountant

Oakville based company has a position available for a well-organized individual with strong accounting and analytical skills. Duties include A/P processing, account analysis and month end reconciliations and reporting. Ideal candidate should have minimum 3 years experience, good inter-personal skills and be able to multi-task in fast paced environment. Working knowledge of Accpac for Windows 5.2 is preferred.

Pioneer Family Pools FAX 905-847-4475

#### **Executive Centre Receptionist** Permanent P/T

High Profile Corporate Centre requires a professional Receptionist 20-30 hrs/wk. Excellent telephone manner, ability to handle a variety of tasks and a congenial personality a must. Computer skills necessary. Great opportunity with a great team!

> Forward resume to: resumenow@sympatico.ca

#### VETERINARY ASSISTANT/ RECEPTIONIST

Excellent communication & interpersonal skills reg'd. 40 hrs/wk. Fax resume/cover: Churchill Meadows Animal Hospital (905) 608-8605

#### PART-TIME ADMIN. ASSISTANT

Needed for expanding north Milton. Must have ex-Microsoft Excel. and Word hours, Flexible pay \$12.00/hr.

> Fax resume to: 905-875-1157

529 Inside Sales

529 Inside Sales

Have you herd the news?

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classified®

miltoncanadianchampion.com



THE BURLINGTON POST, a division of Metroland Media Group Inc., is seeking an experienced

#### INSIDES CLASSIFIED SALES REPRESENTATIVE

The qualified candidate will be a motivated, independent self-starter with previous telephone sales experience. You possess excellent written, grammatical 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 meeting weekly budgets within a deadline-focused

If your goal is to work for a leader in the media industry this opportunity may be the right one for We offer a competitive compensation package as well as possibilities for future career growth.

> Please forward your resume no later than May 13th, 2007 to; thill@burlingtonpost.com or fax resume to: 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.

530 Sales Help & Agents

530 Sales Help & Agents



Improve The Shape Of Your Future With A Career At

#### JENNY CRAIG! Now Hiring In Burlington, Oakville & Hamilton

Immediate openings in the area for WEIGHT LOSS CONSULTANTS/ SALES positions. We offer a full range of benefits all in a fun and fast paced environment. Paid Training

 Advancement Oppty Health/Dental Insurance & more! Must have sales or customer service exp and be able to work some nights/wknds.

For an immediate interview call: 1-888-848-9675 Or apply online at: www.jennycraig.greatjob.net Ref Media Code: BBP Job Code 9010C



Candidates must be high energy, self starters who are interested in building a successful Automotive Career. Must Have

- Valid Drivers License
- OMVIC Sales License We Offer:
- Opportunity to earn unlimited commission New & Used Vehicle Inventory
- Will Train

Please call: 905-876-2580 or fax: 905-876-0297 or e-mail: huntltd@huntchrysler.com your resume to: Wes Olsen



The Milton Canadian Champion, a division of Metroland Media Group Inc., is seeking an experienced

# INSIDE SALES REPRESENTATIVE

The qualified candidate will be a motivated, independent, self-starter with previous telephone sales experience. 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 clients by ensuring that their advertising needs are met. You will be goal-oriented and capable of meeting regular monthly budgets within a deadline focused environment.

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 package and benefits as well as possibilities for future career growth.

If interested, please forward your resume no later than May 15, 2007 to:

Wendy McNab, Advertising Director 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.



Make a difference through a career in professional sales with Canada's premier small business advocacy organization.

The Canadian Federation of Independent Business (CFIB) is a non-profit membership organization dedicated to the support of small and medium sized enterprises in Canada & funded exclusively by its 106,000 business owner members across Canada. CFIB's leadership role as the political voice for small business, combined with a portfolio of significant group discounts results in member loyalty that translates to a renewal rate in excess of 83% nationally.

### CFIB has unique and rewarding full time SALES OPPORTUNITY in Oakville

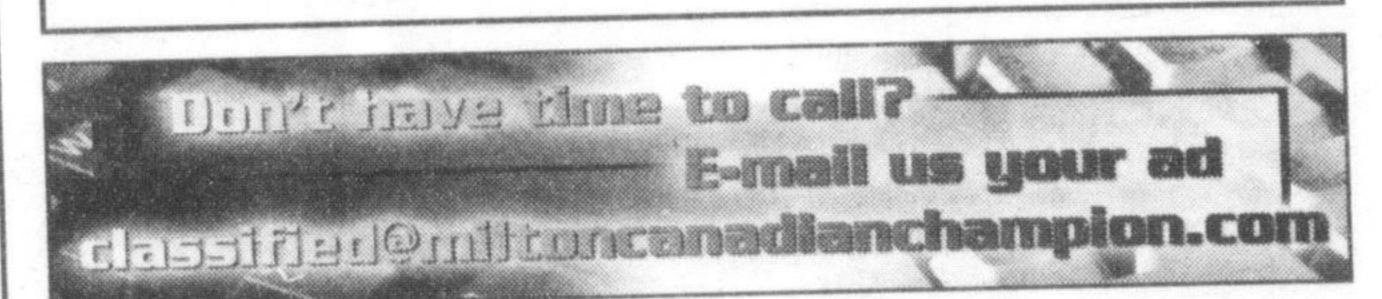
On an annual basis, your time will be divided 40/60 between: Annually renewing the CFIB members in the territory

· Obtaining new members in the territory to ensure growth Commissions (renewal and new members) are paid weekly. The position includes the opportunity to qualify for generous bonus incentives. The renewal

component yields immediate, representative and predictable weekly cash flow. We provide intensive, hands-on initial training and extensive ongoing support. · Paid vacation & statutory holidays, and a competitive benefits plan. · We promote from within.

YOU possess a consistent work ethic, willingness to learn and excellent organizational skills. Please forward your resume in confidence to: Mark Collins, Division

Manager, e-mail: mark.collins@cfib-fcei.ca , fax: 905-573-2903. Please check out our web site at www.cfib.ca



# GLENLEVEN CHRYSLER SALES CONSULTANTS

Glenleven Chrysler requires New & Pre-Owned Vehicle Sales Consultants. Applicants should be energetic, goal oriented individuals, that are looking to join a successful organization. Previous automotive sales experience is preferred but not required.

> Please submit resume to: Jeff Hewitt General Sales Manager Fax (905) 845-9822 Email: jhewitt@glenleven.com



LUBETECHNICIAN

Required Immediately

Join an award winning team! Apply in person to: David Holden Service and Parts Manager Phone: 905-873-1626

#### Ass't Manager NOW HIRING

Rapidly Expanding Company Taking Applications for the following positions:

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**Manager Trainees** Marketing **Customer Service** 

Must be available immediately. Call Universal Energy Corp.

416-849-0026

The Canadian Champion Classified Hours Monday to Friday 9 am to 5 pm

miltoncanadianchampior, Com