

520 Computer Data Processing

**HALTON CHILDREN'S AID SOCIETY
IT TECHNICIAN**

Will provide tier 1 support of networking appliances and services to all employees at Halton CAS. Proactively promotes the use of technology to the Society. Plans and estimates the scope, time and cost of resources required to deliver specific IT solutions. Resolves IT operational issues in accordance with service levels and service level agreements.

Forward resumes to:
Halton Children's Aid Society
Attn: Dawn Harper, Director of Human Resources
5045 South Service Road
Burlington, Ontario, L7L 6M9
Fax: (905) 333-1844
E-mail: dawnharper@cas.gov.on.ca

Resumes received by September 21, 2007 will be considered. This position is open to male and female applicants. While we appreciate all applications, only those being interviewed will be contacted.

520 Computer Data Processing

525 Office Help

Oakville Retirement Residence

is looking for a **Bookkeeper/ Receptionist** (8 month maternity contract) to oversee payroll, bookkeeping, and other admin. duties, including reception. Must have excellent communication skills. Please fax resume to 905-847-1765 Attn: Heather

The Canadian Champion to place an ad call **905 878.2341**

530 Sales Help & Agents

Are you a mortgage professional? Do you want advice on how to build a successful business?

If you want future success but aren't sure how to get there, join John Cavan of Mortgage Architects and get the coaching and mentoring you need.

We offer you an exciting future:

- Excellent commission splits
- Ownership opportunity
- Exclusive products
- Lender status
- Admin support
- Training

Learn from a successful mortgage professional with 20 years of experience. And be part of the newest and most exciting company in the Canadian mortgage industry.

Let's talk!

John Cavan AMP, Mortgage Planner
14 Martin St. Milton 905.878.7213
4237 Dundas St. Etobicoke 416.234.2424
john.cavan@mitgarc.ca • www.stressfreemortgages.ca
Corp. Office: 6505 Mississauga Rd., Mississauga, ON L6A 2R9

530 Sales Help & Agents

530 Sales Help & Agents

AUTOMOTIVE SALES
For a Top performing Dealership

Unique Chrysler Dodge Jeep Superstore has expanded its facility to accommodate its new Superstore Pre-Owned Vehicle Centre. We are in need of additional salespeople immediately.

Experience in automotive sales an asset, but individuals with experience in customer care will be considered. If you have the right attitude we will provide you with the proper training to excel beyond your belief.

Unique Chrysler Offers

- Large New & Used Inventory to choose from
- Generous Commission Plan & Bonus program
- Company Benefits Program
- Car allowance
- Extensive Training
- Management Support
- Ability to sell both new & used
- Awesome Customer Care Support

If you are interested in a sales position with the potential to make between \$60K & 100K per year where you reap the benefits of your own effort, where you receive management support & assistant daily this could be your opportunity for the perfect position.

Please submit resume by hand, fax or email to:
UNIQUE CHRYSLER DODGE JEEP
915 Walkers Line Burlington
Fax 905-631-8271
Email info@uniquechrysler.com

530 Sales Help & Agents

535 Hospital, Medical, Dental

Acclaim Health
Solutions for Your Health Care Needs

Giving back never looked so good. The Flexibility and Variety that you have been waiting for.

Currently hiring
Personal Support Workers
available immediately for the North Halton area (Milton, Halton Hills, Acton & Georgetown)

We offer:

- Flexible shifts
- Competitive wages
- Pension Plan
- Evening shift premiums
- 24 hour clinical support
- Paid comprehensive orientation
- Education & Career Growth opportunities
- Travel reimbursement
- Supplied Uniforms

Experience the Acclaim Health difference.

Please apply to:
Human Resources, Acclaim Health
Fax (905) 827-5476
E-mail: humanresources@acclaimhealth.ca
Please quote Job #NHSEP 15

535 Hospital, Medical, Dental

525 Office Help

SunOpta
SunOpta Inc. (STKL - Nasdaq) (SOY - TSX)
ACCOUNTS PAYABLE CLERK

KEY RESPONSIBILITIES

- Oversees processing of all accounts payable
- Set up Oracle records for supplier accounts
- Oversees the coding of vendors
- Monitors and reviews procedural controls relating to AP

QUALIFICATIONS
Required:

- 3 years of accounts payable experience
- General understanding of accounting concepts and principles
- Solid knowledge of computers especially MS Office, Excel, Oracle and ACCPAC
- Demonstrated commitment to accuracy and detail-orientation
- Able to work in fast paced rapidly growing environment
- Strong oral and written communication and interpersonal skills
- College diploma, preferably in accounting or a related field

To find out more about SunOpta Inc., visit our web-site at www.sunopta.com
Send your resume to the Director of Human Resources
E-mail: Michele.albrecht@sunopta.com or fax to 905-455-0253

We thank all interested candidates, however, only those selected for an interview will be contacted.

525 Office Help

Georgetown Volkswagen

Our growing dealership requires experienced **Sales Professionals** to serve our expanding customer base. You are ready for action and willing to accommodate the active schedules of your customers. In western Toronto's newest Volkswagen dealership, we provide qualified candidates a fully computerized workplace, professional Volkswagen certified training and a comprehensive compensation package that includes a full benefit plan.

Please reply in confidence to Mark Hughes:
Fax - 905.873.1914 Email - markh@georgetownvw.com
Thank you for your enthusiastic responses. Only qualified candidates will be contacted.

Ford

ASSISTANT VEHICLE SALES MANAGER

You have a proven and successful sales career in a car dealership with great people skills, are organized, a self-starter and OMVIC certified. Duties include desking/closing deals, lease renewals and assisting the sales manager. Competitive pay plan based on salary/bonus.

Apply with resume to: John Perl
CONCEPT FORD, GEORGETOWN
Fax: 416-487-0760 Email: jperl@conceptford.ca

OAK-LAND Ford Lincoln is looking for an experienced Pre-Owned SALES REPRESENTATIVE

This is an opportunity for someone with a proven track record to join a well established, high traffic dealership. Our reputation is second to none, so we require individuals that are customer driven and determined to succeed in a very demanding industry.

We offer a great location, top notch inventory, and excellent management support.

Benefits include:

- Group Health and Dental Plan
- Pension Plan • Demo
- Monthly and Yearly Bonuses

If you're looking for a positive change, then look no further. All applications will be kept in strict confidence

Apply to: Randy Winterle
Ph 905-844-3273 Fax 905-844-4472
rwinterle@oaklandfordlincoln.ca

FIRST HEALTH CARE
WHERE CARING COMES FIRST

JOB FAIRS

**Personal Support Workers
Registered Nurses
Registered Practical Nurses**

September 20th, 2007, 10 am-4 pm
Burlington Public Library
Holland Room
2231 New St.
Call: 1-877-305-9551 (ext. 4)
Fax: 1-905-477-1956
Email: psmallwood@firsthealthcare.ca
www.firsthealthcare.ca

OPTOMETRIC ASSISTANT REQUIRED

Expanding Georgetown practice requires additional fulltime optometric assistant. Experience preferred. Computer knowledge and excellent communication skills essential. Evenings and some Saturdays required. Please respond in writing to:
Dr. Caroline Teske
FAX 905-702-1600 or mail 99 Sinclair Avenue
Suite#310 Georgetown L7G 5G1
Or email: drteske@hotmail.com

MARKETING ASSISTANT

Partners in Planning - Milton seeks a Marketing Assistant (Part time).

Duties:

- Business Development / Marketing
- Maintain Client & Project Files
- Data Base Maintenance, Scheduling
- Telephone follow up

Skills:

- Marketing, Event Coordination
- Computer - Word / Excel / Power Point / CRM (Goldmine)

Assets:

- Outgoing, optimistic personality
- Must be able to work independently
- Financial industry experience

Email resume to lou@plansngoals.com

Part-Time Bookkeeper/ Receptionist/ General Office for Milton Design Firm. Hours flexible. Experience required. Knowledge of Microsoft office and accounting software. Please reply in writing to cabdim@cogeco.ca or fax to: 905-878-7198

The Oakville Beaver

Has an opening for an: **INSIDE SALES REPRESENTATIVE**

The qualified candidate will be a motivated, independent, self-starter with an interest in advertising sales. You will possess excellent written and verbal communication skills and be familiar with Microsoft computer applications. An educational background in advertising would be an asset. A great place to start your career!

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 sales budgets and special section targets 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.

If interested please forward your resume to: dbaird@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.

Sales/Marketing Position

SafetyCare Inc. is an international company with offices in 5 countries around the world. We supply safety training videos, dvds and related material to companies across Canada to assist them in implementing their safety training programs.

We are looking to employ an additional sales person. This position involves selling our products to existing customers as well as developing new business. All sales activity is done over the telephone. The individual we are looking for should be able to demonstrate strong organizational skills, enjoy talking to clients via the telephone and be a team player.

To discuss the position further, please contact Ed Aasman at 905-631-6070

DENTAL RECEPTIONIST

Required full-time. Level 2 assisting experience an asset. Must have dental experience and able to work in a fast paced environment.

LEVEL 2 ASSISTANT

Required for maternity leave to commence in December. Both positions are Monday to Friday, 2 evenings required.

Fax resume to: 519-853-0762

PURCHASING ASSISTANT

A National Steel Tube and Bar distributor is looking for Candidates for a new position in aspects of purchasing. Steel products. He or she must possess strong computer. Skills and be comfortable with units of measurement. Imperial as well as metric.

Please e-mail resume to: terryg@teamtube.com

LOCKWOOD CHRYSLER RECEPTIONIST

Afternoon, evening and Saturday reception. Duties include customer followup. Email rm@lockwoodchrysler.com or fax 905-845-9109

OAK-LAND Ford Lincoln is now looking to hire **DATA ENTRY / WARRANTY CLERK**

Applicable skills should include good communication skills, computer knowledge, will train the right applicant.

We offer competitive wages as well as excellent health and dental plans.

Drop off your resume to Reception between 1pm-4pm Mon-Friday or fax anytime to 905-844-4472
570 Trafalgar Rd Oakville, ON

Your Community Newspaper in print

workopolis

Your Total Recruitment Solution!

call 905.878.2341

BILINGUAL HEALTH & SAFETY SALES

Are you fluent in English & French? Do you enjoy a challenge? If you do, then this may be the position for you.

SafetyCare Inc. is an international company which produces and distributes its own range of Safety Training videotapes and manuals. Working out of our Burlington office, we provide companies throughout Canada with quality aids to help them train their staff in health & safety.

The successful applicants' responsibility will involve working with existing clients as well as developing new business, exclusively in the Quebec market. All the sales activity is done over the phone. Previous sales experience is not a prerequisite, but the applicant must be self-motivated and have the desire to succeed in a competitive sales environment.

If this position is of interest to you, please call Ed Aasman at SafetyCare Inc. 905-631-6070

535 Hospital, Medical, Dental

Healthcare CAREERS express

PROMOTING HEALTHCARE CAREERS & CAREER TRAINING OPPORTUNITIES IN CANADA

**TARGETED DISTRIBUTION
SEPTEMBER/OCTOBER 2007**

editorial

- **HELPING HANDS:** personal support workers make life better
- **BRIDGING THE COMMUNICATION GAP:** speech-language pathologists
- **KEEPING UP --** how to stay positive when work gets you down
- **PARAMEDICS** are everyday Lifesavers
- **INTENSIVE JOBS:** the critical care team make the difference
- **THE POINT OF THE MATTER:** acupuncture heats

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