

## 160 Office Help

### Receptionist

Required immediately for Oakville manufacturing office. This is a full-time position. Must be able to type and possess receptionist experience. Please send resume and salary requirements to:

Box 3763

c/o Oakville Beaver  
467 Speers Rd.  
Oakville, L6K 3S4

### INSIDE SALES & ACCOUNTING

We have an immediate opening for a self-motivating individual who can communicate well with customers and process our distributor orders. Banking and plant payroll along with general office duties round out this position. Good typing skills are essential. Computer experience would be an asset. Resumes should be forwarded to the Controller.

COMMERCIAL INTERTECH LTD.  
P.O. Box 450  
Acton, Ont., L7J 2M6

### FULL TIME RECEPTIONIST

for  
Busy Real Estate Office  
Must have excellent typing skills and a pleasant telephone manner. Two positions available starting September 1.

Send resume in writing to:  
Box 1704 c/o The Canadian Champion  
191 Main Street East  
Milton, Ontario  
L9T 4N9

### REQUIRED IMMEDIATELY FOR BUSY OFFICE

#### FULL TIME OFFICE CLERK

Company moving to Milton in September. Data entry experience an asset. Will train. For interview please call:

Andrea Lavallee  
1-272-4930

#### PART TIME OFFICE CLERK

Also required immediately, mature part time office personnel. Person must be able to work under extreme pressure in a very busy office. Own transportation required.

Contact Renate (except Tuesdays)  
1-275-3000

## TORONTO AUTO AUCTIONS

### TEMPORARY SWITCHBOARD OPERATOR/RECEPTIONIST

We are currently seeking a suitably qualified person for the above position.

The ideal candidate will have had previous related experience and will have operated a Mitel Superswitch board. The position also requires good typing skills.

Please apply in person to:  
ROBERTSON WHITEHOUSE  
97 Bronte St.  
Milton, Ontario

### Inventory Controls Clerk

Required immediately for Oakville manufacturing office. This is a full-time position. Must be able to type and have at least 6 months' experience in inventory record keeping. Please send resume and salary expectations to:

Box 3765

467 Speers Rd.  
Oakville L6K 3S4

## 165 Hosp. Medical, Dental etc.

R.N. for Special Assignment in Milton/Georgetown area. Days only, no weekends. Call Para-med 847-1032.

### DENTAL ASSISTANT

For north Oakville Dental Office. If you would like to work in a new, team oriented office, with progressive ideas and freedom to grow, call

844-8406

ask for Kathy

Resumes c/o Kathy to

Dr. Edward K. Nabeta,  
2200 Trafalgar Rd.,  
Oakville, Ont. L6J 4Z2

# CAREERS:

493-1300;

Fax: 493-0623



HAMILTON DISABILITY  
CLAIMS OFFICE  
The Great-West Life Assurance Company

## DISABILITY CLAIMS ANALYSTS, SUPERVISOR, SECRETARIAL

### THE ENVIRONMENT

The Great-West Life Assurance Company is an international firm serving the life and health insurance and retirement income needs of more than four million people across North America. It is the largest group insurance carrier in Canada, and this position has demanded the creation of a new Disability Claims Office to enhance our superior service in the Hamilton area.

### THE FOLLOWING CAREER OPPORTUNITIES

#### ARE NOW AVAILABLE:

##### Supervisor, Disability Claims

Requires 3 to 4 years experience in long-term disability or life claims. Supervisory experience, a working knowledge of French, and excellent oral and written communications skills are definite assets.

##### Long-Term Disability Claims Analysts

Requires at least 2 years' experience in processing claims for LTD or related products. Bilingualism, participation in L.O.M.A. or I.C.A. courses, and excellent oral and written communications skills are definite assets.

##### Weekly Indemnity Claims Analysts

Requires previous short-term disability or group claims experience and mathematical proficiency. Good written and oral communications skills and experience with computerized claims systems are definite assets.

##### Receptionist Secretary

This position reports to the Manager. Requires excellent interpersonal and organizational skills, plus knowledge of MicroSoft Word in a DOS environment. Knowledge of Lotus 123 would also be an asset.

##### Word Processor

Requires knowledge of MicroSoft Word in a DOS environment. Lotus 123 would also be an asset.

### REWARDS

Great-West Life has been recognized as one of the one hundred best companies to work for in Canada. We offer fully competitive salaries with a superior benefit package, including a staff savings plan, mortgage plan, group life insurance and pension plan as well as non-contributory comprehensive health, dental care, vision care, and disability coverage. A non-smoking policy is in place except for designated areas. Applicants should apply in writing, giving full details of education, work experience, and salary expectations to:

The Personnel Department  
The Great-West Life Assurance Company  
P.O. Box 4083  
Toronto, Ontario  
M5W 1M8

## 170 Daycare

BABYSITTING available. Mother of two willing to babysit in my home. Quiet court, fenced in yard. Starting Sept. 5. 7:30 to 5:00. 876-2926.

DAYCARE available walking distance from Sam Sherratt and E.W. Foster School. References and receipts provided. 878-1287.

DAYCARE AVAILABLE. Fenced yard, nutritious lunches, indoor/outdoor activities. Full or half days. 2 - 5 years. Call 875-1290.

DAYCARE AVAILABLE in my home, nutritious lunches, lots of T.L.C. Call Kim, 878-0009.

DAYCARE AVAILABLE in my home immediately. Lunches & snacks provided. Non-smoker. Receipts given. Call 878-8773.

DAYCARE wanted for 19 month old boy, preferably in Campbellville area. Beginning in September. Call 854-2385.

DAYCARE wanted in J.M. Denyes area, starting September for 1 child. Phone after 5 p.m. 878-1032.

FULLTIME DAYCARE available immediately. Bell/Vanier area. Six years experience. 878-6506.

LOVING Grandmother would love to babysit new baby, full time in September. Call any evening, 876-2510.

MOTHER of 3 will do babysitting in my home Our Lady of Victory School area. 875-0283.

## 170 Daycare

MOTHER'S HELPER wanted, Monday to Friday, 8:30 a.m. to 4:30 p.m. 2 children 8 months and 2-1/2 years. Call 878-8059.

SAFE & SOUND CHILDRENS CENTRE Tracy and Edwina now taking interviews for enrolment for September and 1990 daycare openings. Only few spaces available at both locations. 875-1955.

SUPPLY Teacher requires occasional daycare for 3 month old girl starting Sept. 8:30 to 3:30. Phone 878-5774.

TIRED of your child being cared for by a T.V. Try me! I provide plenty of creative activities, nutritious lunches, large fenced play area, lots of fresh air. Please call 878-6278 Dorset Park.

WANTED: Babysitter in your home for 5 year old girl starting in Sept. in Britannia Rd./Lowville area. Hours - noon till 5:00 p.m. Mon-Thurs. Call 335-9406 after 6:00 p.m.

## 175 Domestic

CLEANING lady, available Monday to Friday. 876-2510.

## 202 Business Services

ARE YOU PLANNING on starting a business? We will clear and register your business/company/product name. Incorporation 24 hours. Visa, Amex, Master Card by phone. B.B.B. Since 1982. 1-447-1285.

## 205 Career Training



### RETURN-TO-WORK TRAINING PROGRAM

Part Time

Enroll for Sept. 11

- Medical/Legal Secretarial
- Dental Receptionist
- General Business Skills
- Word Processing
- Lotus 1, 2, 3, DOS

Financial Aide Available  
Placement Assistance  
Individualized Instruction



Halton Business  
Institute 637-3415

Registered, Mn. Colleges & Universities

Driver Job Training & Placement Help  
Is available from Rodgers School of Truck  
Driver Training Ltd. For career details call  
(416) 769-3546 for literature.

## 210 Personal

ABUSED and afraid? For help call 878-8555, or 1-800-387-4027, a 24-hour crisis line for abused women. Halton Women's Place is an emergency shelter available for abused women and their children in Halton Region. All calls are confidential.

SAY this prayer nine times a day. By the 8th day your prayer will be answered. It has never been known to fail. May the Sacred Heart of Jesus be adored, glorified, loved and preserved throughout the world. Oh Sacred Heart of Jesus, pray for us. St. Jude, worker of miracles, pray for us, and St. Jude helper of the helpless, pray for us. Publication must be promised. Thank you for favors received. M.C.

WELL known psychic John Deere will hold readings in Milton August 26. For appointment call 876-4158.

## 230 Vehicles for Sale

1988 FORD CONVERSION VAN, 302 V8, raised roof, 4 captain's chairs, sofa/bed, TV with antenna, CB, air, rear oak unit and much more. Under 25,000 km. \$28,000. 878-3155.

1988 MAXDA 323 DX. 5 speed, am/fm/cassette. Lady driven, selling due to company car. Excellent condition. 92,545 highway kms. \$7,995 o.b.o. certified. Call 853-3043 after 5 p.m.

1987 CAVALIER Z24, 2 pt.8 litre, high speed, sunroof, AM/FM cassette, certified. \$8,950 or best offer. 878-3448.

1986 CAPRICE CLASSIC V8, fully loaded, 2 tone. Super condition. \$7,300. 878-5238 after 8 p.m., anytime weekends.

1986 NEW YORKER, low mileage, fully loaded, balance of warranty. Call 854-2750 after 6 p.m.

1986 TOYOTA MR2, green/silver, excellent condition, extended warranty. Rust proofed, sunroof, 79,000 kms. \$12,900. 875-1795.

1985 BONNEVILLE BROUGHAM, 4 door, tan, auto, air, Am/FM cassette, 78,000 km., excellent condition, 1 owner. \$9,800. 854-0590.

1985 HYUNDAI PONY, 5 speed, rebuilt motor, good running condition. \$2,500 certified. Phone after 6 p.m. 332-5783.

1984 BUICK REGAL, 2 door, automatic, power steering, power brakes, air conditioning, spotless. Certified. 853-2696.

1984 NISSAN 300ZX, 5 speed, a.c., burgundy, immaculate condition, \$8,500 O.B.O. 878-3568.

1981 FORD 1/2 TON PICK UP TRUCK 6 cyl., automatic, p.s., p.b., excellent condition, \$3,750.00 certified. 853-2696.

1981 TOYOTA CRESSIDA, one owner, fully equipped, excellent condition, asking \$3,990.00. 878-5971.

1980 NISSAN pick-up truck with cap. Best offer. 878-1704.

1972 PLYMOUTH SATELLITE, \$250.00. 878-1705.

MILTON'S LARGEST USED CAR SELECTION. Home of the \$55.00 down, 60 months to pay deals. O.A.C. Milton Honda, 310 Steeles Ave. 876-4748.

USED CARS AND TRUCKS. Call Gary Neilson. 878-8379 dealer.

Make it  
RICHARDSON  
CHEV - OLDS  
For Your  
Next Car Or  
Truck Purchase

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