

145 General Help Wanted

Large tractor trailer fleet requires experienced

Service Person

For night shift. Must have own tools. Excellent benefit package.

Call

858-9740 or 878-4193

Ask for Ed Cooper



Now accepting applications for our 36th location.

Erin Mills & Millcreek Dr. Meadowvale

Kelseys requires bright and energetic people for the following positions:

- SERVERS
- COOKS PREP COOKS
- BARTENDERS
- DISHWASHERS
- HOSTESS

Kelseys offers competitive wages and benefits, complete training program and flexible full or part-time hours. Experience is not necessary.

Please fill out an application at any of the following locations:

- | | |
|------------------------------------------------|----------------------------------------|
| MISSISSAUGA
4040 Creditview Rd.
274-6500 | MEADOWVALE
6465 Millcreek Dr. |
| Bramalea
289 Queen St. E.
454-5858 | Milton
45 Chisholm Dr.
876-4751 |
| | Oakville
171 Speers Rd.
538-2132 |

REPORTER/PHOTOGRAPHER

For Milton-area newspapers needed immediately. Must have Journalism degree or diploma, own car and camera. Community newspaper experience an asset.

Call Heather Angus at
(519) 833-9603

150 Sales Help

TENDERS AND QUOTATIONS THE HALTON BOARD OF EDUCATION

Manufacturers, Contractors, Dealers, etc., who are interested in submitting Tenders or Quotations on commodities or services listed below for 1990 projects, are requested to register their intent **IN WRITING ONLY**, no later than 12 Noon, WEDNESDAY, FEBRUARY 28, 1990.

1. Roofing
2. Windows
3. Ceilings
4. Mechanical-Electrical
5. Floors
6. Site landscaping, paving, irrigation, etc.
7. Building Modification — Elementary & Secondary Schools

Companies responding to this advertisement are requested to obtain a Prequalification Form from the Purchasing Department and include same when applying in writing.

Each commodity or service on which you are prepared to tender or quote must be identified. Contractors and suppliers already prequalified should indicate their wish to remain on the 1990 listing.

All submissions should be addressed to:

Klaus Rerup
Purchasing Agent
The Halton Board of Education
2050 Guelph Line, P.O. Box 5005
Burlington, Ont.
L7R 3Z2

Pat Hillhouse
Chair

Bob Williams
Director



NEED EXTRA MONEY... BUT CAN'T WORK 9-5 P.M.?

Be an Avon Representative and work the hours you want for info. call Lynda
842-3589

150 Sales Help

Cellular Sales

Experienced salesperson required immediately for our Brampton cellular showroom. Must be free to start Feb 1st 90. We are agents for both Bell and Candel. Call

Judy

Cellumart Inc.

"The Cellular Specialists"

1-800-668-7004/5

155 Skilled Help 155 Skilled Help

Electrician

\$15.39 - \$15.79 per hour

The Ministry of Correctional Services is looking for an individual to perform skilled journeyman electrical work at the Maplehurst Correctional Centre, a medium-security institution. You will operate, service and repair institution's electrical installations; carry out renovations and alterations at journeyman's level; help other maintenance staff as required. Location: Milton.

Qualifications: Completion of recognized electrical trade apprenticeship; certification by Ontario government; good knowledge of electrical trade tools, equipment, methods and practices; ability to work from plans and schematic diagrams. **Note:** Applicants without required certification may be considered at apprentice level.

Please submit application resume, quoting file CI-2015-90, no later than 4:45 p.m., Feb. 14, 1990 to: Mr. E.J. Anthony, Regional Personnel Administrator (C), Ministry of Correctional Services, 6711 Mississauga Road, Suite 406, Mississauga, Ontario, L5N 2W3.



Ontario Public Service

Dedicated to Employment Equity

LICENSED MECHANIC OR SENIOR APPRENTICE

Top wages plus monthly bonus.
ROYCE AUTO SERVICE LIMITED
Trafalgar Rd. at Steeles Ave. Hornby
878-3977 or 878-3040

MECHANICS TOP WAGES PAID
LICENSED TRACTOR MECHANIC \$18.00 per hour.
LICENSED TRAILER MECHANIC \$16.00 per hour.

We also pay shift premiums. Comprehensive benefit package provided.

Apply to:
P.O. Box 144
Milton, Ontario L9T 4N9

WELDER/WELDER'S HELPER

With 1 or 2 years welding (heavy plate & Mig) experience for custom machinery fabricating company. 44 hr/4 day work week, benefits, competitive wages depending on experience, and profit sharing. Mechanical aptitude and common sense are essential. Candidate should be able to work unsupervised. Blueprint reading experience would be an asset. The work is varied and interesting. Our company designs and builds machinery to a variety of customer needs in the hydraulic, materials handling field.

Call Mike at
853-0521
between 4-7 p.m.

WANTED FULL TIME BARBER STYLIST

at **MIKE'S BARBER STYLING**
148 Main St. Milton
Phone for an interview
878-3916
in business 20 years.

ELECTRICIAN

Must hold a valid Ontario licence. Two years, or more, experience in commercial and industrial construction and maintenance. Trouble shooting an asset. Competitive wages and benefits. Burlington-based company. Call
346-9227 or 335-4384

TECHNICIAN (Mechanical)

Industry leader in pipeline service requires a mature, self-motivated, well-organized individual with a strong mechanical background.

- *Training provided
- *Some travel required
- *Non-smoking environment
- *Full benefits package
- *Some overtime work required

Please forward resume to:
Box # 2106
The Independent
30 Main Street South
Georgetown, Ont. L7G 3G4

044gamfw

160 Office Help



ACCOUNTS PAYABLE CLERK

LOCATION: Head Office, R.R. #4 Georgetown, Ontario

DUTIES: Your main duties include filing and processing invoices within our computerized environment. You will perform other related duties as assigned.

QUALIFICATIONS: You have a minimum Grade 12 education and prior experience in a computerized Accounts Payable department (or equivalent). Reliable transportation is essential and an accounting education would be an asset.

CONTACT:
PAMELA MACLEAN
Head Office
(416) 840-0111 or
(416) 873-0522 ext. #36

045gaw2

MANAGER REQUIRED

To operate a Full Service Gas Station in the Milton area. Excellent income potential. Must be dedicated and ambitious. Security is required. Apply with resume to Box 1733 c/o The Canadian Champion 191 Main St. East Milton, Ontario L9T 4N9

RECEPTIONIST/BILLING CLERK

A manufacturing company in Georgetown requires someone with the following qualifications. Excellent phone manner, data entry experience on a PC style computer, mature self starter. Compensation includes full benefits package.

Please send resume to
Box 2101
C/O The Georgetown Independent
30 Main St. S.,
Georgetown, Ontario
L7G 3G4

045gaw2



RECEPTIONIST/TYPIST

LOCATION: Head Office, Sheridan Nurseries Limited, R.R. #4, Georgetown, Ont. L7G 4S7.
DUTIES: Position involves answering the switchboard (8 lines/30 extensions), distributing mail, typing 50-60 wpm, and some clerical work required.

QUALIFICATIONS: Knowledge of office practices, excellent typing skills, diplomacy in dealing with callers/visitors, good judgement, ability to use initiative, good command of English. (French language would be an asset)

HOURS: 8:30 a.m. to 5:00 p.m. with variable working hours during spring and fall.

CONTACT:
SHEILA KIRKLAND
Head Office
(416) 873-0522 or
(416) 840-0111

Send resume to:
R.R. #4 Georgetown, Ontario, L7G 4S7.

045gaw2

SECRETARY

Experienced Secretary required for our Analytical Group. The successful candidate should possess good organizational and interpersonal skills, above average typing and word processing. Experience with WP 5.0 would be regarded as a definite asset as would familiarity with chemistry terminology. We offer a pleasant, non-smoking working environment and a comprehensive benefit package. Interested candidates are requested to apply in writing only please, sending complete resume with salary requirements in confidence to:

OFFICE MANAGER
Bruker Spectrospin (Canada) Ltd.
555 Steeles Avenue East
Milton, Ontario
L9T 1Y6

160 Office Help

INVENTORY CONTROL/SERVICE GROUP SECRETARIAL SUPPORT

This intermediate position will be a challenge to a motivated self-starter.

RESPONSIBILITIES: Purchasing, Order Entry, Materials Handling/Inventory Control plus General Secretarial support for our Service Group of Electronic Engineers.

The successful candidate must enjoy working with detail and variety, works well under pressure, is well organized and able to communicate effectively both in the verbal and written form. Experience with WP 5.0, DBase IV and ACCPAC Inventory Control would be regarded as definite assets as would familiarity with Import/Export procedures.

We offer a pleasant, non-smoking working environment and a comprehensive benefit package. Interested candidates are requested to apply in writing, sending complete resume with salary requirements in confidence to:

Office Manager
BRUKER SPECTROSPIN (CANADA) LTD.
555 Steeles Avenue East
Milton, Ontario L9T 1Y6

THE HALTON ROMAN CATHOLIC SCHOOL BOARD

requires a **SENIOR PAYROLL CLERK**

This is a term position for the period February 12, 1990 to terminate not later than April 19, 1991.

Under the direction of the Assistant Superintendent of Business Services and Assistant Treasurer, this position requires the processing of individual payroll(s) and related payroll benefits and deductions. The position requires good communication skills and a sound knowledge of mathematics.

Duties will include the processing of adjustments to the Board's payroll(s); processing and control of benefits; preparing and issuing records of employment forms; ensuring C.I.B.C. payrolls are balanced.

QUALIFICATIONS: Experience in a payroll position, preferably with a school board and an educational background at a post-secondary level would be an asset. The selected candidate will possess a desire to successfully accomplish all tasks; effective interpersonal skills; knowledge of computerized operations. Experience with C.I.B.C. payrolls will be a definite asset.

This is a thirty-five (35) hour per week, level IV position with a weekly rate as defined in the Collective Agreement with CUPE, Local 3166. Qualified candidates are invited to submit resumes not later than Monday, January 29, 1990 to:

Personnel Office
THE HALTON ROMAN CATHOLIC SCHOOL BOARD
P.O. Box 308
830 Drury Lane
Burlington, Ontario
L7R 3Y2

D.W. Schrenk
Chairman of the Board

C.G. Byrne
Director of Education