

145 General Help Wanted

PART-TIME ASSISTANT SUPERINTENDENT REQUIRED IMMEDIATELY

Assistant Superintendent required by local high-rise Condominium. DUTIES: To provide complete Superintendent coverage during the absence of full-time staff, (i.e. weekends, holidays, vacation periods). Complete job description to be discussed at time of interview, and provided in writing to successful applicant. To apply, please submit resumé in writing, with appropriate reference to:

MILTON PROPERTY MANAGEMENT
143 Main Street East
Milton, Ontario
L9T 1N7

 **Rockwell International**

Our company is an original equipment supplier to major automotive assembly plants located throughout North America. To accommodate the growth in our Milton facility, we are now accepting resumés and job applications for the following positions:

INDUSTRIAL MILLWRIGHT
COMPUTER OPERATOR - DATA ENTRY

Persons applying for the Millwright position will require a ROCKWELL INTERNATIONAL-Provincial Certificate or appropriate experience. We offer a very competitive comprehensive remuneration package to all employees. Please send your resumé in confidence to:

Industrial Relations Manager
Rockwell International
Suspension Systems Company
150 Steeles Avenue
Milton, Ontario
L9T 2Y5

Applications may be picked up at the same address between 8 a.m. and 4 p.m. daily.

VAN DONGEN'S TREE FARM & GARDEN CENTRE

We require a

Landscape Designer
Nursery Foreperson
Landscaper
Gardner for Large Estate
(year round, house available)

Good workers
for nursery and garden centre.
Good opportunity for qualified person.
Phone for appointment 878-1105.
6750 Trafalgar Road, 2 miles south of 401.

Position Available
WYLDEWOOD GOLF CLUB

Requires high school student to work on sales and servicing. Part time Spring and Fall, full time in Summer. Ideal for young person who likes to work with people.
Call
878-4848
Mr. or Mrs. Martin for interview.

DRIVING INSTRUCTORS

In-car and/or in-class, for full-time position. Oakville, Milton or Mississauga area. Excellent hours and rate of pay.

A ok DRIVING SCHOOL
842-4241

POSITIONS AVAILABLE FULL & PART TIME STUDENTS & ADULTS

for work in Clubhouse, Pro Shop or Golf Course. Golf privileges extended to employee. Call now for interview.

878-4848
WYLDEWOOD GOLF CLUB

HELP WANTED

Experienced **TYPIST** required for typing and reception duties. 45 w.p.m. with DWS preferable.
Apply to:
THE TORONTO DOMINION BANK,
310 Main St., MILTON.

150 Sales Help

FULL TIME HELP required
Call
Hovel's Jewellers
876-2736

 **MILTON CHRYSLER DODGE**

requires
Salesperson

- Company Car
- Generous Commission Plan & Draw
- Good Benefits

Contact **Todd**
878-8877

PART TIME and/or FULL TIME POSITIONS AVAILABLE at Bergsma's Paint and Wallpaper

Experience preferred but will train. Future manager position possible.
Phone
876-4922

155 Skilled Help


CONSTRUCTION SUPERINTENDENT

General contractor specializing in commercial, industrial projects requires:
Experienced Superintendents.
Please call:
634-5511

CANADA BRICK
of Burlington, has an opening for an **INDUSTRIAL MECHANIC**

Work related experience in the following areas would be an asset: Hydraulic, Pneumatic, Hydronic and Arc Welding. Gas Fitter II will be a definite asset. Apply with resumé to:
Canada Brick
Gary Jarvic, 335-3401

160 Office Help

 **SHERIDAN NURSERIES**

The Head Office at Georgetown has an immediate opening for fulltime permanent.

ACCOUNTING CLERK

The ideal candidate will possess a minimum of 3 years experience as well as 2 years in a recognized accounting program. Report to the Accountant, you will be responsible for preparing bank reconciliation, assisting with financial statements, preparation and internal audits.
Please forward your resumé to:
Joanne Woolley
ACCOUNTANT
SHERIDAN NURSERIES LIMITED
R.R. #4
Georgetown, Ontario L7G 4S7
(416) 873-0522
(416) 840-0111

ACTON VINYL SIDING MANUFACTURER
REQUIRES
RECEPTIONIST/SECRETARY/TYPIST

- The candidate will possess excellent communicative and interpersonal skills.
- Knowledge of the Bell Vantage Phone System.
- Be skilled in the operation of Micro Computers preferably in Multimate.
- Have a desire to learn other administrative skills and advance within the organization.
- Minimum education - High School Graduate, preferably with some business training.

Please forward your resumé to:
BPCO INC.
P.O. Box 300 Acton, Ontario L7J 2M4
Attention: Glen Jackson

160 Office Help

CURWOOD

RECEPTIONIST

Curwood Packaging (Canada) Limited, a leading flexible manufacturing firm, currently has an immediate opening for a Receptionist.

Interested candidates should possess excellent communication skills, a pleasant telephone manner, good typing skills and enjoy working in a busy switchboard environment.

This position offers an excellent salary and a fully paid comprehensive benefit package.

Interested candidates should forward resumé to:

Mr. Dennis McLay
Curwood Packaging (Canada) Limited
114 Armstrong Avenue
Georgetown, Ontario
L7C 4S2

EXPERIENCED LEGAL SECRETARY GENERAL, COMMERCIAL & REAL ESTATE
required immediately
Reply in writing or by phone to:
Nichols & Servos
207 Mary Street
Milton, Ontario
L9T 4N9
878-4149

BUSY SALES OFFICE REQUIRES PART TIMER - 3 DAYS PER WEEK
Typing, order processing, troubleshooting, etc.
Call **1-416-564-2377**
Half hour drive from Milton.

SECRETARY/RECEPTIONIST

Shemin Nurseries, the undisputed leader in the Wholesale Horticultural Distribution Business is currently seeking an highly energetic and personable individual to fill a position as our Secretary/Receptionist. This position opening is ideal for an individual wishing to work 4-5 hours per day. For additional information, please call, apply in person or send resumé to:

 **SHEMIN NURSERIES**
c/o Michael Shepherd,
Controller
R.R. #4, Fifth Line
Milton, Ontario
L9T 2X8
875-4545

165 Hosp., Medical, Dental etc.

RECEPTIONIST REQUIRED
For Acton dental office
Experience preferred. Send resumé to:
Dr. R. Steen
93 Mill St. E.
Acton, Ont. L7G 1H5
853-1900

166 Careers

ACCOUNT MANAGER

An exciting full time position is available in our general insurance agency. An outgoing personality, professional appearance, and a desire to succeed are essential. Must enjoy helping people with claims, service and marketing. Typing and prior insurance experience not required. Excellent training program including seminars.
Reply to:
Loneragan Insurance Agency Ltd.
State Farm Insurance
485 Main Street East
Milton, Ontario L9T 1R1
878-8109

170 Daycare

BABYSITTER required immediately in Campbellville for 11 month old baby girl. 3-4 days weekly. Please call 854-0722 evenings. References preferred.

EXPERIENCED reliable daycare available immediately **Bell/Vanier** area. Fenced yard with clubhouse, slide, swings, etc. Creative crafts and non-smoking family 878-6506.

175 Domestic

NANNIES. Several carefully screened, English, Irish available for sponsoring at minimum wage. Personalized Domestic. (416) 849-9584.

175 Domestic

Trafalgar Personnel Ltd.

Excellent selection of nannies, parent's helpers, housekeepers and companions. Overseas and local. For further information phone:
849-6520

180 Teaching



E.C.E. Teacher Required
Please send resumé to:
Family Place Daycare,
185 Ontario St. South,
Milton, Ontario L9T 2M4.

FRIENDLY DAYCARE in Milton area requires ECE or equivalent. Call Tracy 875-1955.

202 Business Services

EXPERIENCED BOOKKEEPER available, your office or mine. Ultimate Accounting. 854 0285.
MILTON BOOKKEEPING SERVICES, reasonable rates, pick up and delivery. Telephone 878-7558.
NEW LOCAL BOOKKEEPER seeking clients. Professional experience, great rates. Pick up and deliver or part-time in house service available. 1-519-856-1134. Pat Brown.

205 Career Training

UPGRADE YOUR SKILLS!

Micro Computer training available

- MS-DOS
- WORDPERFECT
- LOTUS 1-2-3
- DBASE 1V
- BEDFORD ACCOUNTING

Beginners Welcome
Reasonable Rates
REGISTER NOW
S.C.S.
Training Centre
(416)335-1169

210 Personal

ATTRACTIVE warm slim lively happy independent outgoing female seeks potential life partner to care and share, an educated accomplished gentleman over 5'10" in 40's, photo. Reply Box 23033, Milton, L9T 2M0

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.

PREGNANT & need a friend? Free pregnancy test and confidential service, call Birthright 875-1245.

230 Vehicles for Sale

2 **MERCURY MARQUIS**, certified. \$3,500. 1 1984 Cutlas Ciera Brougham \$5,500 certified. 876-1045.

1989 **FORD F-150 XLT Lariat**, 5.0/302, 5 speed, air conditioning, power steering, power brakes, power windows, AM/FM stereo cassette, Duraligner, certified, \$13,900 875-2815 after 7 p.m.

1987 **CHEVY S10 PIV**, 4 speed, 4 cyl. excellent condition, \$7,500 o.b.o. Must sell 875-1290.

1987 **FORD AEROSTAR XL**, 6 cylinder, automatic, loaded, low kms., spotless, excellent condition, certified. 853-2696 or 416-720-7692.

1985 **CUTLASS CIERA BROUGHAM**, 4 door, automatic, loaded, low kms., spotless, excellent condition, certified. 853-2696 or 416-720-7692.

1984 **OMNI 2.2 L auto.**, 4 door, AM/FM stereo, 65,000 miles, very good car. Take it to your mechanic. \$2,749 certified or best offer, as is. 878-1793.

1983 **Mazda 626 LX**, loaded with no air. 107,000 km. Rebuilt engine, new paint, very good condition, certified. Asking \$4,500. 853-1774.

1981 **DODGE RAM PICK-UP** (Maroon), 6 cylinder, 124,000 km., 4 speed overdrive, power steering, asking \$3,500 including cap (certified). Phone 853-2339 evenings or 853-0411 days before 2 p.m.