



**LocalWork.ca** YOUR BEST SOURCE FOR LOCAL JOBS



# community notices

**Careers**

**Careers**

**Careers**

**General Help**

**General Help**

**General Help**

**DVG** | the digital video group

**WEB WRITERS WANTED**

Metroland Media's Digital Video Group seeks talented freelance writers to create compelling, original web content on a variety of topics. Those with experience writing on health, real estate, financial and automotive topics are especially encouraged to apply.

Writers will work with clients to develop engaging and informative blog posts to attract and inform online readers. Successful candidates will possess strong written and verbal communication skills, as well as the ability to produce clean, quality content on tight deadlines.

Experience writing for the web and an understanding of web content strategies would be assets.

Interested and qualified candidates should forward resumes, writing samples and cover letters detailing subject areas of interest and expertise to [jobs@dailywebtv.com](mailto:jobs@dailywebtv.com).

**metrolandmedia**  
Connected to your community™

**metrolandmedia**

Metroland Media Group is a dynamic media company delivering vital business and community information to millions of readers across Ontario.

We are currently seeking candidates to join our Distribution Centre in the role of:

**POCKET FEEDER**

In this role, the successful candidates will feed flyers into a minimum of two pockets on the automated inserting machine and count newspapers into specified amounts to be strapped, bundled, and stacked onto skids. The qualified candidates will be detail oriented and capable of working within a fast-paced environment. This role will require you to lift 30lbs continuously, stand for extended periods of time, and bend frequently.

All interested candidates must be available to work days 8:00am to 4:00pm. 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 apply in person to the Distribution Centre between 8:00am to 4:00pm Attention: Jeff Urban Shift Supervisor 5300 Harvester Rd, Burlington, ON L7L 5R2**

We appreciate the interest of all applicants however only those selected for an interview will be contacted.  
*No phone calls or agencies please.*

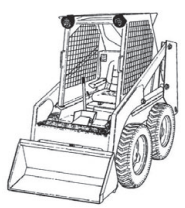
**WORLD VISION** Fundraiser. Make a difference in the world this holiday season! Work with donorworx Inc. as a World Vision Charity Ambassador/Fundraiser. Positions available at Burlington Mall and Maple View Mall. Please visit <http://recruiting.donorworx.com> to apply.

**Classifieds** GET THE JOB DONE

**Home Renovations**

**MIKE'S DRYWALL & Renovations.** Licensed & Insured. Certified Tradesman. Complete Interiors, Frame, Board, Tape, Plaster, Insulation, Paint, Trim, Doors. 30 Years Experience. Free Estimate. 905-515-5505

**ROSS' RENOS** Handyman Service- Quality workmanship, affordably priced, painting, drywall/ taping, bathrooms, kitchens, basements, tiling, all repairs. Free Estimates. Please call 289-828-0743.



**MAN WITH Bobcat:** Digging patios, post holes, walkways, driveways, foundations, grading, concrete/dirt removal, gravel and delivery. Other Services available. 905-334-4028

**CLARKE RENOS**- Serving Oakville for 25 years. Bathrooms, ceramic tile, basement framing, drywall, plumbing and electric, senior discount. Call Allen 905-465-5387.

**G&S CONSTRUCTION.** Home Renovations. Framing, drywall, taping, trim work, doors, painting, kitchens, bathrooms, basements, additions and much more! Call 416-606-9677. [www.gandsconstruction.ca](http://www.gandsconstruction.ca)

**HANDYMAN MATTERS** Basements, Bathrooms, Kitchens, Additions, Renovations, Carpentry, Tile, Drywall, Painting. All Handyman work. Bonded & Insured. 905-332-6446, 905-825-5110, 905-875-1259

**Painting & Decorating**

**\$300- 3** rooms. Pro Paint Team/ Stucco Pros 25yrs. of excellence. Best Quality. Rick: 416-999-7009 [www.propaintteam.com](http://www.propaintteam.com)

**FINAL TOUCH** contracting, painting, bathrooms, basements, plumbing, electrical, hardwood, ceramic, carpentry. Call for Estimate 905-599-9066.

**Drywall**

**DRYWALL TAPING, Mudding, Specialists!** 35+ years. Honest price for guaranteed professional job. Call for free quote! 416-727-4697

**Handy Person**

**FREDERIKS HOME** Improvements. Painting, Ceramics, Basement Renos, Hardwood, Bathroom. Licensed and Insured. Call Bob for more details at 905-334-6861 or visit [Frederiks.ca](http://Frederiks.ca).

**Legal Notice**

**NOTICE TO CREDITORS AND OTHERS**

**In the Estate of Ingeborg Rosemary O'Brien a.k.a. Ingrid O'Brien, Waitress and Canada Post, Deceased,**

All persons having claims as creditors against the estate of the above mentioned, late of the Town of Oakville, in the Regional Municipality of Halton, who died at Milton, on June 19, 2012, are required to file proof of same with the undersigned on or before January 9, 2013.

After that date the Public Guardian and Trustee will proceed to distribute the estate, having regard only to the claims of which she then shall have had notice.

Anyone having knowledge of a Will or next-of-kin of the above mentioned is also requested to contact the undersigned.

DATED at Toronto on November 07, 2012.

PUBLIC GUARDIAN AND TRUSTEE, ESTATE TRUSTEE  
595 BAY STREET, SUITE 800  
TORONTO, ONTARIO M5G 2M6

File: 817616-012

**Notice**

Check us out on **Facebook** at: **Oakville Beaver Classifieds** [www.facebook.com/oakvillebeaverclassifieds](http://www.facebook.com/oakvillebeaverclassifieds)



Check out our weekly **Special Features!**

Like us on Facebook and leave a comment and you will be entered to win a **Local Dining Gift Card!**



**Invitation to Bid**

**INVITATION TO BID**

Contracted driver needed for delivery of papers, flyers and other products for various Zones within Burlington area.

EMAIL YOUR BID TO: [paallen@metroland.com](mailto:paallen@metroland.com)  
FAX: 905-631-6095 Ext 263

Lowest bid will not necessarily be accepted, fuel cost compensated.

find us online at [www.insidehalton.com](http://www.insidehalton.com) or email [classified@haltonsearch.com](mailto:classified@haltonsearch.com)

**Carriers Wanted**

**The Oakville Beaver IS CALLING YOU!**



**We are currently hiring Carriers to deliver on Wed, Thurs, and Fri. Earn money and win cool prizes, all while delivering North America's #1 community newspaper!**

The following streets are available: Hedgestone, Adirondak, Bridlewood, Glenridge, Lindsay, Cobbler, Hilltop, Glengrove, Stephens, Whittington Pl, Ashbury, Wentworth, Wadsworth, Wynten Way, Garden, Lakewood, Coronation, Marlatt, Devonsley, Osborne, Ridge, Glenada, Glenbrook, Nipigon, Silverthorn, Summerfield, Mowhawk, Belyea, Timeless, Tweedsdale, Marine, Maplehurst

Call us today to find out how easy it is to get started on your own route.  
**Circulation 905-631-6095**

**Fundraising**

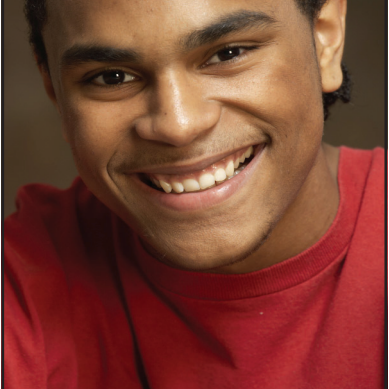
**Having a fundraising event for your sports team?**



Put your ad into the Classified Section **905.632.4440**

**Student Employment**

**Need to hire a student ?**



Advertise in the **Classified Section** **905-632-4440**  
[www.haltonsearch.com](http://www.haltonsearch.com)

**RECREATION DIRECTOR**

People oriented person with a fitness background to organize activities on and off site for the residents of Burlington's finest apartment community. Qualifications must include NLS, First Aid, CPR, Qualified Swim Instructor and Aqua Fit Certification. Knowledge of water treatment helpful but willing to train. This is an immediate full time one year contract leadership position. If you are interested in a challenge while working in a friendly environment we want to hear from you.

Send cover letter and resume to [btcrecreation@coageco.net](mailto:btcrecreation@coageco.net) or by fax 905-639-0996 or call Suuzi @ 905-681-2870

**Drivers**

**URGENTLY NEEDED** Class "G" Licence Driver. Must have own transportation Burlington & Etobicoke area. Please contact Elite Group at 905-281-9175 or [kim@theelitegroup.ca](mailto:kim@theelitegroup.ca)

**Technical/Skilled Trades**

**FULL-TIME ALUMINUM** and Steel Products Installer. Experience required, valid driver's license a must. Salary negotiable. Family operated business looking for honest, mature person. Fax resume to: 905-331-9334 or call: 905-331-9333.

**Restaurants/Hospitality**

**URBAN KITCHEN** now hiring Counter Help/ Delivery Person with own car. Call 905-845-5000, email: [xyz0716@gmail.com](mailto:xyz0716@gmail.com)

**Sales Opportunities**

**A Dignified Sales Career**

Canada's leading cemetery organization is seeking sales professionals for a rewarding career in pre-need sales. We provide paid training, generous commission, benefits, pension plan & a realistic above average income potential. Our product is recession-proof and your prospects are unlimited.

*If you want to be rewarded for your efforts while selling a dignified product, please email: In Brampton: [info@bramptonmemorial.com](mailto:info@bramptonmemorial.com) In Oakville: [info@glenoaks.ca](mailto:info@glenoaks.ca) DO NOT PRE-JUDGE*

**Organic Garage** is looking for an **Assistant Grocery Manager**

Position requires a minimum of 1 - 2 years experience.

Please email your resume to: [hr@organicgarage.ca](mailto:hr@organicgarage.ca) or fax: 905-849-6593

**Health Care/Medical**

**Health Care/Medical**

**Teaching Opportunities**

**Admin. Assistant/Patient Coordinator** Required for busy Cosmetic Surgery Center in Oakville, FT Mon-Fri 9:00-5:00

Must have excellent communication skills, polite telephone manner, professional demeanor, field experience and exceptional organizational, time management and prioritization skills. In addition to dealing with patients, you'll be required to prepare, file & maintain patient charts; complete data entry, check/respond to emails; receive and process payments.

Email cover letter & resume: [karen@icls.ca](mailto:karen@icls.ca)

**EXPERIENCED TUTORS** required for busy tutoring company. Please visit [beyondtheclassroom.ca](http://beyondtheclassroom.ca) to apply.

To book your career opportunity call **905.632.4440**

**Domestic Help Available**

**SPOTLESS CLEANING.** I don't cut corners, I clean them. Residential & Commercial. Call Karlene 289-828-3807.

**Domestic Help Available**

**ALINA'S CLEANING** Services, 18yrs experience. European team will take care of your home & leave it sparkling. Fully insured, trained ladies, Burlington, Oakville. Alina 905-689-5696 [www.alinascleaningservices.vpweb.ca](http://www.alinascleaningservices.vpweb.ca)

**EUROPEAN CLEANING** Lady available to clean your home. Lots of experience. Call 647-891-4617.

**HAPPY MAIDS** offers complete cleaning of houses, apartments & condos. Jola 647-995-0639.

**CDA Level II**

Required for Oral Surgery offices in Mississauga, Oakville, Milton and Burlington. Must be able to travel to all four locations. Experience would be an asset. Position is full time (approximately 36 hours per week). Please fax resume to 905-336-3557 or Email: [dwayne@cvomfs.com](mailto:dwayne@cvomfs.com)

**Office/Administration**

**Office/Administration**

**LEGAL ASSISTANT**

Intermediate Legal Assistant required for our busy Corporate/ Commercial and Estates departments. Knowledge of Fast Company, Estate-A-Base, WordPerfect, Microsoft Word and PC Law preferred. Must be able to handle multi-task assignments with minimal supervision and a sense of humour.

Please reply in confidence to: **Brechin & Huffman** 3365 Harvester Road, Suite 109, Burlington, Ontario L7N 3N2 No phone calls please Fax: (905) 333-9047 or e-mail: [bhhlaw@bhhlaw.net](mailto:bhhlaw@bhhlaw.net)

**LocalWork.ca** YOUR BEST SOURCE FOR LOCAL JOBS

LocalWork.ca puts the power to manage your job search into your hands – After all, the most important 'Free Agent' on the market is you!

Take back your life.  
**YOUR 'DREAM JOB'** is closer than you think!