

500 career training **500** career training

ENROL 1 YEAR

POLICE Foundations Diploma

Applications Being Accepted for September '03

HALTON BUSINESS INSTITUTE
 905-637-3415
 460 Brant Street, Burlington, ON

505 careers professionals **505** careers professionals

LIFESTYLE

MANAGER, RECREATION SERVICES

A high-energy, creative individual, able to work in group and one-on-one settings, you will co-ordinate events and entertainment for seniors, including leading exercise classes, at **Apply Place** - a luxury retirement residence in Burlington. You will also organize and participate in marketing functions, and perform fiscal and administrative duties. You must have at least 2 years of relevant experience in the retirement or hospitality industry, computer proficiency, a valid driver's license, and the ability to work varied hours and days. A fitness certificate would be an asset.

Please submit your resume, by August 29, 2003, to: **Mary Turnbull, Apply Place, Fax: 905-333-0596.** We appreciate all applications, however, only those selected for an interview will be contacted.

509 drivers **509** drivers

THE OAKVILLE BEAVER

Requires **CONTRACT DRIVERS**
 Delivering flyers & papers to our carriers
 Wednesday, Friday & Saturday
 Must be available 6 A.M. - 2 P.M. and have a full size van and cellular phone.
 charlenehall@oakvillebeaver.com

510 general help wanted **510** general help wanted

"CHARTWELLS" - Sheridan College NOW HIRING

Positions Available in our MAIN CAFETERIA, PIZZA PIZZA, ROASTERS COFFEE SHOP, TIM HORTON'S, HARVEY'S AND 2ND CUP
 F/T, P/T & Sat • Days & Evenings • Flexible Hours
 Those re-entering the work force, students & mothers with small children welcome to apply.
 We offer a Competitive Wage, Uniforms, Benefits, Full Paid Training and a Fun, Happy Atmosphere!

Apply in person to Luke or Mary-Lou
 Monday - Friday, 9:00am-5:00pm
 Sheridan College, 1430 Trafalgar Rd., Oakville

DO YOU LIKE TO TALK ON THE PHONE?

Call Centre in Burlington requires **Appointment Setters**
 \$9/HR. + BONUS
 Evening Shifts 5pm - Midnight
 Established leads to contact.
 Call Carla • 905-333-0282

The Oakville Beaver Circulation Department

requires Student for part-time immediate positions
 10-15 hrs. per week
 Ideal for High School Students

Applicants must:

- Have a professional phone manner
- Work well with minimal supervision
- Comfortable working with our youth carrier force
- Comfortable with computers & office equipment an asset, but not necessary, will train
- Want to continue to work evenings and Saturdays through the school year

Please send your resume with references and availability schedule to:
Alex Calhoun
 e-mail: acalhoun@oakvillebeaver.com
 Fax 905-337-5557
 NO PHONE CALLS PLEASE

GLEN Abbey Golf Club, Turf Department is now hiring.
 Fax resume to: 905-844-1163, email: glnch@clubink.ca

MOVER required. Mature, responsible individual for full-time permanent position
 905-510-6117.

PERFECT JOB Up to \$20/hr. Customer Service Reps. Full/part-time. Do you like talking, meeting people? Great boss! Always happy customer! No stress. Room to advance. On-going training. Flexible hours. Some evenings/weekends. Submit resume in person: Vibrant, 630 Ford Dr.

TELEMARKETER (experienced) Part-Time position available immediately for an aggressive telemarketer. Must have great telephone manner. Hours: 10am-2pm, Mon-Thurs. Possibly leading to Full-Time position. Phone At: 905-339-0299 or fax: 905-339-0799

CASH Daily, \$12/hr. Guaranteed. Experienced door-to-door fundraisers. Supporting people with developmental disabilities. 416-578-9428, 416-243-9690

SPECIAL Needs Worker - The successful candidates will be interested in working w/children or adults w/developmental disabilities in the Halton region. Provide parent relief or teach new skills. Parent direct Fax or email resume: 905-849-8980 HSS@pat.net

DOUBLE Cohort getting you down? If you are planning to work this fall, we can help. Call the YMCA Job Connect Program at 905-681-1140

GOLF Club (private). Wait staff/Bartenders. Full/Part Time. Uniforms provided. Fax resume to: 905-845-0096

SALES, Portrait Studio Bay @ Burlington, P/T, F/T, top \$\$\$ paid! Training 905-688-4441, ext. 293.

510 general help wanted **510** general help wanted **510** general help wanted

Shred-it ROUTE SERVICE DRIVERS

DOCUMENT DESTRUCTION. DONE RIGHT. ON SITE.

Shred-It is the world's leading on-site, mobile paper shredding and recycling company. With 90 offices in 10 countries, we secure and destroy the confidential information for over 80,000 clients and growing.

Be part of a winning team! We have immediate openings for Class "DZ" licensed drivers looking for a career opportunity that will offer challenge and growth.

Our Drivers/Customer Service Representative (CSR) represent Shred-It at our client's place of business. CSRs are literally the face of Shred-It.

- We require an experienced reliable operator (CSR) to service our clients at their locations, by picking up and shredding their collected paper on our specially designed shredding trucks.
- As a CSR, you must have the appropriate Class "DZ" driver's license and the ability to bond. You must present an up to date MTO abstract report.
- This position requires lifting of a minimum of 50 lbs.
- The advantages include a four day week and benefits.

Interested applicants are asked to forward their resumes by mail or fax to:

General Manager, Shred-It
 2794 South Sheridan Way
 Oakville, Ontario L6J 7T4
 Fax (905) 829-9206

REID'S HERITAGE GROUP
 A Heritage of Quality, Built One Home at a Time Since 1978

The Reid's Heritage Group of companies is one of the largest homebuilding and development operations in South Western Ontario, with projects actively underway at a number of sites in Guelph, Cambridge, Kitchener, Waterloo, London, Collingwood, and Huntsville. We currently have the following positions open:

PROJECT CO-ORDINATOR

Working closely amongst our team of Project Co-ordinators you will assist in taking our new home Purchasers from the point where they finalize their purchase through to their closing date. You will assist to review and update blueprints, track and make changes to new home orders. You will communicate these changes to our Drafting Department and our Site Personnel who build the homes.

The successful candidate will possess the following qualifications:

- Previous experience in a similar capacity;
- New home construction background, and can interpret blueprints;
- Excellent interpersonal and communication skills from a Customer Service background;
- Superb organizational skills and work well under pressure;
- Computer literate, and willing to learn new software.

PROJECT CO-ORDINATOR ASSISTANT

Working closely with our Project Co-ordinators you will provide assistance in taking our new home purchasers from the point where they finalize their purchase through to their closing date. You will assist in the review and updating of blueprints and make changes to new home orders. You will support a team of project coordinators in an administrative role. This position is a training position for a future Project Co-ordinator.

If you have:

- New home construction background; can read blueprints; are computer literate;
- Excellent interpersonal/communication skills from a Customer Service background;
- Superb organization skills and work well under pressure.

Please fax your resume by August 29th, to: 519-654-9746 Attn: Human Resources Department
 Please, no phone calls. Only those applicants selected for an interview will be contacted.
 www.reidsheritagegroup.com

514 salon & spa help **515** skilled & technical help **530** sales help & agents

LOOKING for hair dressers and assistants that are team oriented, wanting to build a career. 905-279-4279.

MECHANIC, automotive, licensed or apprentice, with own tools and electrical experience. Oakville. Fax 905-465-2452 or call 905-825-4067

OAKVILLE based Home Builder requires a Sales Assistant for their Model Home. The individual will have to work weekends between 11am-5pm and occasional weekdays. If interested please fax resume to 905-469-4170

INSIDE Sales. Successful candidate must have general knowledge of industrial tools, exc. customer service skills, ability to multi-task in a fast paced environment, basic computer. Mississauga location. Excellent opportunity for candidate with strong ambition to grow professionally. mg@111tools.com. Fax 905-672-5559

JOB Opportunity - Full-time inside Sales consultants needed. Responsibilities will include purchasing and receiving orders and knowledge of home medical equipment will be necessary. Computer knowledge essential (Win98). Please bring resume/ references to 549 Bronte Road (at Speers) Monday Aug 25/03 7pm-9pm

514 salon & spa help **515** skilled & technical help **530** sales help & agents

Licensed Truck Mechanic Trailer Mechanics

wanted for large fleet
 Top wages and benefits.
 Apply in person:

GRANT Haulage LTD
 2111 Lakeshore Road West
 MISSISSAUGA, Ontario

525 office-clerical **525** office-clerical

Experienced Legal Asst.

Required for law office in Oakville practicing primarily litigation, family law, corporate/ commercial and residential and commercial real estate. Salary commensurate with experience. Please forward resume to:

Robert Bonadeo, Barrister & Solicitor
 201- 407 Speers Road
 Oakville, Ontario L6K 3T5
 Attn: Nancy Leyer • Fax: 905-845-9758

535 hospital, medical, dental

Automotive Accounting

Established Burlington dealership has an immediate opening for an intermediate Accounting Clerk. Previous experience in automotive accounting in payroll, deals, accounts receivable and accounts payable a strong asset. Proficiency with computers and strong analytical & organizational skills are required.

Interested applicants forward resume
 Attn: Brenda
 Email: mwalden@terracefordlincoln.com
 Fax: 905-632-9643

INSURANCE BROKER requires **Personal lines RIBO licensed CSR**
 Minimum 3-yr exp.
 West Mississauga Insurance Brokerage
 Please fax resume: 905-828-7849

A/P CLERK
 Needed for a fun, busy office near 401/Dixie.
 FT 40 hrs.
 Min. 2 yrs experience and please provide salary expectations.
 Fax resume to 905-624-4447 or email: scott.hr@rogers.com

BURLINGTON law firm requires Corporate Commercial secretary. Competitive wages and full benefits. Fax or email resume to Pam Teckoe @905-639-8017 or pateckoe@chilawyers.com

RECEPTIONIST - Part-time, mature, evening/weekends for busy Medical Clinic. North Oakville. Fax 416-580-9989

RECEPTIONIST/OFFICE Assistant. Growing Oakville company looking for an energetic, responsible individual. Good computer skills and great attitude required. Comp. wage and company benefits. Fax resume to 905-829-9160.

GENERAL Office Administration with experience in telephone, light accounting & computer skills. Fax resume to: S. Justus 905-331-1271.

LAW office Oakville requires an enthusiastic, efficient, highly organized Junior Secretary/ Receptionist with Microsoft Word experience. Fax resume to 905-845-0193

RELIABLE, self-starter required for full time reception and data entry: must have exceptional phone skills. Fax 905-339-1776.

540 hotel restaurant **540** hotel restaurant

SLVE Fox Public House requires Kitchen Manager & Kitchen Staff. Show us you have the experience and we'll provide competitive wages, winning atmosphere. Come see us at Eastway Plaza (New Walkers), fax: 905-639-3029.

HAVE fun! Join our team. Gator Ted's Tap & Grill. Hiring FT-PT. Line cook (exp. required). We offer competitive wages and flexible hours. Apply in person with resume on Monday Aug 25, 2003 between 1 and 4pm. 1505 Guelph Line.

530 sales help & agents

HEAVY Truck Salesperson. Must possess great interpersonal skills and desire to succeed. Busy environment, a fantastic location, competitive draw, bonus plan. Forward resume: Alliance International Truck Sales Inc., 1190 South Service Road, Oakville, Ontario L6L 577 Fax: 905-339-0799 E-mail: alliance.int@sympatico.ca

529 inside sales **529** inside sales

DO YOU LIKE TO TALK ON THE TELEPHONE?

Inside Sales/Telemarketer

We have an immediate opening for an experienced inside sales consultant, who is highly motivated and can achieve results.

- Telephone sales experience and good organizational skills.
- Confident, out-going personality and the desire to succeed.
- The ability to manage several projects concurrently.
- The ability to work and stay on the telephone consistently.
- Self-starting, willing to create and sell your own projects and ideas to customers.
- Hourly rate plus commission.
- Up to 35 hours per week.

Forward resume:
 Re: Telemarketing Opportunity
 5040 Mainway, Unit #1
 Burlington, ON L7L 795
 email: sandy@haltonsearch.com

530 sales help & agents **530** sales help & agents

Rob McIntosh china & crystal shops

requires **Sales Associates**
 Full/Part-Time
 Oakville Place location
 Fax Donna 905-842-0877
 Between 10am & 5pm

PUBLIC RELATIONS/ INSIDE SALES

Looking for dynamic, disciplined and confident self-starters to develop supplied leads. Must be comfortable talking to people on the phone and in person. Previous experience in the following fields would be an asset: Real Estate, Insurance, Retail Sales, Customer Service or recent University Graduate. No travel. Full ongoing training. Fun, friendly environment. Base salary + bonus + commission.

To arrange an interview
 Call (905) 608-9244

If you are interested in a career in sales with a progressive Ford dealership, then we are interested in you

NEW & USED AUTOMOTIVE SALES/LEASE CONSULTANTS

This position offers a career with:

- > Strong management support
- > Professional training
- > Monthly bonus levels
- > Health and dental plan
- > Opportunity to grow with us
- > ISO9001:2000 Registered Dealership
- > Blue Oval certified dealership

Ford experience is preferred; a serious commitment to excelling in vehicle sales is necessary.

Submit your resume to the attention of:
 Dave Sanci, Dealer Principal
 Fax: 905-844-2658, or
 E-mail: dsanci@oaklandfordlincoln.ca
 570 Trafalgar Rd., Oakville, L6J 3J2

We thank all applicants in advance, however, only those selected for an interview will be contacted.

four forty FITNESS FOR WOMEN

Is a unique and luxurious, private women's fitness club located in downtown Burlington. We require a highly organized, creative and enthusiastic individual to focus on **sales, marketing and communications.**

Call Linda Burden 905-639-1440
 440 Pearl Street, Burlington

540 hotel restaurant **540** hotel restaurant

Thistleloaks Child Care Centre Executive Director

Permanent F/T
 Applicants must have: ECE Diploma/Degree, min. 2 yrs. Supervisor exp. in a non-profit child care setting.
 Fax resume to: 905-847-8840
 Attn: Chairperson
 Deadline: Aug. 26/03

545 teaching opportunities

EXPERIENCED ECE required for afternoon program at Parkview Children's Centre. Call the Director at 905-634-3141.

PREP Cook/ Line Cook FT/PT (experience an asset). FT Wait staff; PT Busperson. Apply in person, ask for Mike. QB's, 4480 Fairview, Burlington. 905-637-9797

P/T Cooks and P/T Dietary Aide required by nursing homes in Burlington/Oakville. Fax resume to 905-639-7259 Attention Food Service Manager

RAGAZZI Restaurant requires Waiters/ Waitresses for Lunch only, Mon.-Fri. Please Call 905-844-6700.

CHAMPLAIN Cafe & Catering. Full-time Help required Mon.-Fri. Call Burlington 905-332-2007, after 2pm.

545 teaching opportunities

ISABELLA'S Cleaning Service offers excellent residential/commercial service. 10 yrs experience. Bonded/insured. 905-541-6484.

LADIES cleaning team available to trust with your house chores. Excellent references. Call 416-318-6505; 905-257-1254

545 teaching opportunities

EXPERIENCED independent cleaning lady available, honest and reliable. References available, own transportation. 905-634-7249

CALL A-Maid for all your cleaning needs. Home/offices. Bonded/insured. Servicing Burlington, Oakville, Waterdown. 905-379-1131; 905-464-6052. www.call-a-maid.ca

545 teaching opportunities

ENTHUSIASTIC E.C.E. Teacher (Full-Time) for our daycare program. Please fax resume to: 905-848-3803 or call 905-849-2614 or Email fredcenturion@ya-hoo.ca

A-1 KRK Renovations. Complete renovations: Kitchen, basement, bathroom, flooring. Free estimate. Ring 905-450-7908/ 416-779-4624

700 home improvements

WAYNE'S World Home Renovations, general home repairs, carpentry, dry wall, plumbing, ceramics, kitchens, bathrooms, an basement. Wayne 905-331-2909

705 handyman

DAVE'S A Handyman. Tiling, Framing, Plumbing, Drywall, crown molding, doors, baseboards. Specializing in total Bathroom Renos. 905-335-8838

715 moving & storage

1A 2 men & truck. \$19/hr. travel included. "No minimum" available! Reliable. insured. 905-783-7665

720 drapes upholstery

CUSTOM-MADE draperies valances, sheers, bed/fabric/ chair co-ordinates, fabrics, installation. 11 yrs exp. Sherry, 905-634-6705

741 swimming pools

POOL Heaters, Installation and Service by City Licensed & T.S.S.A. registered gas fitters. Call 905-548-5118

Community Notices

Legal Notice

The Oakville Golf Club Limited is updating its Shareholders' addresses. Any non-member who holds Class "A" preference non-voting shares is requested to contact:

Oakville Golf club
 1154 Sixth Line
 Oakville, Ontario L6H-6M1
 Telephone: 905-845-8321 Ext 32
 Fax 905-845-0096
 No Later than 5:00pm Tuesday, September 30, 2003 with current information

Birthdays

Happy 60th Birthday
 "Young Fellow"



With love and best wishes from Pia, Wes, Achille and Fontina.

Happy Birthday!

To a very special wife, mother and nana on her very special birthday. Thanks for everything you do.

Love always,
 Stan, Michael, Liz, Jill, Mike, John, Laura and Heather.
 And, of course,
 Willow and Annie

Deaths

GARDNER, Roxann Charlene - Peacefully, in her 79th year, on Wednesday August 13, 2003 at Oakville-Trafalgar Memorial Hospital. Born August 2, 1925 in Hants County, Nova Scotia, the beloved daughter of Jean Gordon Caldwell and Frank Fairbanks Hammond. Predeceased by loving husband Olin Prestwood Gardner and siblings Ralph, Frances, Gladys and Arnold. Survived by her sister Elta Maude Simpson. Loving mother of Daniel Frank Gardner of Morrisburg, Ont., John Olin Gardner of London, Ont., Jean Louise Gardner of Oakville, Ont. and David Geoffrey Gardner of Kanata, Ont. She will be sadly missed by spouses Pam, Paula, John and Ruth, by all ten grandchildren and one great-grandchild. Charlene was an active member of The United Church of Canada, Graduate of the School of Secretarial Science of Bridgewater, Nova Scotia and past employee of the Royal Bank of Canada. A resident of Oakville, she was also a longtime seasonal resident of Bradenton, Florida. Family would like to acknowledge the loving support of friends and confidants in filling her wishes during her last days. A Celebration of Life will be held at 1 p.m. on Friday, August 22, 2003 at Munn's United Church, 5 Dundas St. E., Oakville. Donations may be made to The Canadian Cancer Society.

ROBERTSON, William "Bill" - Suddenly at home on Sunday, August 17, 2003. Beloved husband of the late Joan Robertson. Loving father of David, and Marci and her husband Bob. Dear grandfather of Kyle, Adrian and Grace. Bill will be sadly missed by his sister Maizie. Predeceased by his brother Charlie and sisters, Elta, Marion, Margaret and Violet. Special thanks to the McBride family for their love and support. A Service of Remembrance will be held on Thursday, August 21, 2003 at 3 p.m. at the Turner & Porter "Peel" Chapel, 2180 Hurontario Street, Mississauga. Visiting one hour prior. If desired, donations to the Heart and Stroke Foundation would be appreciated by the family.

VAN BARNEVELD, Leo Wynandus Johannes - Passed away peacefully on August 15, 2003 at the age of 78. Beloved husband of Berdina (Key). Dear father of Leo and Doris, Bill and Lee Ann, Barry and Marie, Ronald, Rick and Val, Els and Ted, Frans and Darlene. Loved by sixteen grandchildren and six great-grandchildren. Visitation was held on Sunday and Monday at the Oakview Funeral Home. A Funeral Service was held on Tuesday in the Oakview Chapel. The service was officiated by Dr. J. Cooper. The family would like to thank all the doctors, nurses and staff of Oakville-Trafalgar Memorial Hospital. A special thanks to Care-A-Van Transportation and the nurses from V.O.N. Donations greatly appreciated to the Kidney Foundation or the Canadian Diabetes Association.

Family Services

Alcoholics Anonymous
 If you drink, that's your business. If you want to quit, That's Ours!
 (416) 487-5591
 (905) 631-8784

Halton Job & Career Fair, Wed., Sept. 17 at Oakville Conference Centre Call 905-632-4440 for details