

office help

PEEL

CUSTOMER

SERVICE

Order Desk

Position

required

Computer and rganizational skills

ax: 905-693-9475 or E-mail: recruit@peel lumber.com

BILINGUAL

CSR

Must have

2 yrs CSR exp.

Bilingual English/ French.

Please fax

recume to

905-825-9292

JEWELLERY sales posi-tion (Experienced): Pre-

tion (Experienced): Pre-sentable, conscientious, team player. Microsoft Of-fice an asset. Resumes to Williams Distinctive Gems. keith@wdgems.com

OFFICE Assistant Re-quired P/T Approx 20hrs/ week. General office skills, computer literate: Excel, Outlook, Accurate & detail oriented. Work with mini-mal supervision. Please email resume ghall@west echgroup.com or fax 905-337-7181. No phone calls please. Oakville

PART-TIME Receptionist

required. www.century21miller.com

**BRANTHAVEN HOMES** 

Sales Office Hostess

The successful applicant must be professional, energetic, with a friendly demeanor. Ability to work as part of a team a must. Must have strong or-

as part of a team a must have strong or-ganizational skills and be profient in MS Excel, Word & Outlook. **Duties Include:** Assisting Sales Agents with Agreements, tracking data in excel spreadsheets Filing, printing, sending & receiving faxes. 30hrs/week Mon-Thurs & Weekends. \$12/hour. Only successful applicants will be con-tacted **To anniv**.

Or Fax Andrea Peckart @ 905-333-1720

A worldwide material handling equip. manufacturer and service providers requires a P/T Accounting

Support Clerk to process Accounts Payable. Working knowledge of standard Microsoft Office software is req'd. Exceptional Excel skills pre-

ferred. This position is immediately available with

a competitive rate of pay and approx. 25-30 hours

Fax your resume to (905)332-3516, Attn: H.R. Dept.

For further information about Konecranes

Canada Inc., feel free to visit our website:

www.konecranes.ca

HASTY MARKET CORP.

OAKVILLE ACCOUNTING/ FINANCE CLERK

Full-time position. Must be proficient in the use of Accpac for Windows, MYOB, Excel and MS Word. Must be computer literate, have good organization-

al and analytical skills and general office adminis-tration. Prepare store rebates by category as per schedule and supplier sales along with monthly

merchandise funds reports. please submit re-

Fax 905-847-7731 email to

rsaffri@hastymarketcorp.com Only candidates selected for interviews will be contacted

**GENERAL OFFICE HELP** 

Full Time or Part Time Required by PROMOTION FULFILLMENT ORGANIZATION

Bilingual individual with strong communication

skills, proficiency in typing & computer skills in Word & Excel, for consumer telephone inquires,

mail sorting, Coupon/Contest report magement and increasingly challenging endeavours to meet the candidates qualifications. Location: Royal Windsor Dr., Mississauga.

Send application with brief work experience: Human Resources, 42 Lakeshore Rd, East, Mississauga, ON. L5G 1C8 Attn: PS-PFO

**KONECRANES CANADA INC.** 

tacted. To apply, email: jobs@branthaven.com

515 skilled & technical help

MACHINE BUILDER/MACHINIST

Established machine builder in Milton requires

Machine Builder/Millwright to assemble cus-

tom-designed, heavy duty, material handling equipment. Must be a self-starter, well orga-nized and team oriented. Must be able to read drawings and have a minimum of 5 years expe-

rience. Hydraulic experience a must. Positior

Machinist(iunior) to operate lathe and mill

from this position. Must be able to read draw-ings and have a minimum of 3 years experi-

We offer 4 day, 44 hour weeks, shared benefit package & competitive salary. The work is varied and interesting. Must be able to work over-

Fax resume to: Toptek Industrial Systems Ltd. 905-876-3844 or call Mike/Derek between 1:00pm and 6pm Monday to Thursday @ 905-876-3838 Email: toptek@globalserve.net

Specialty Construct & Maintenance Serv

(CONSTRUCT)

A fast growing company needs craftsmen and

supervisors in piping, welding, millwright work,

mechanical maintenance, shop fabrication and

concrete finishers.

Construct, Inc. provides benefits and opportunities

to grow. Reimbursement of relocation

expenses is possible.

Please call 252-246-0452

or fax resume to 252-246-1616

Construct, Inc. is an Equal Employment Opportu-nity employer and offers a drug free work place.

**DIE SET-UP** 

Individuals with

experience on

Aida and Brown

and Boggs

**Punch Presses** 

Open overtime

Fax resume to:

905-336-0272

SHEET METAL

1st & 2nd Shifts

Experienced on

brake presses.

shears & Amada

punch presses

Open overtime

Fax resume to:

905-336-0272

BOBCAT Operator pref-erably with grading experi-ence required immediately. Fax resume to 905.842.4144 or call 905.466.7841

CERTIFIED HVAC service technician wanted. G1 li-

technician wanted. G1 li-cence minimum, G2 pref-erable. Competitive salary for year round work. Call Jeff @ 905-334-9024

CHEMICAL Waste Tech-Salaried. Must have mini-mum 1 year of chemistry at college/ university level, valid drivers license, be 25+ yrs. Send resume w/references: Box 85124 Brant St., Burlington. L7R-2G0. We thank appli-cants, those selected for interview will be contacted.

ROOFER experienced in flats and shingles and La-bourer for Oakville roofing

company. Phone 905-847-5923.

ACCOUNTING clerk, Full/ Part-time, for busy Oak-

ville Company. 2 years ex-perience in admin/ ac-counting environment. Computer literate, fluent in English, salary based on experience + benefits.

**EXECUTIVE** Assistant

P/T~ to woman Leader-ship Couch. One day from my home office & remain-

my home office & remain-ing time from your home. Microsoft Office, Power point, excel, Book-keeping, event Planning. Detail-oriented & creative. email: info@development-by-design.com

525 office help

email resume to hr@

jensentrade.ca

o place an ad cal

905.337.5610

office help

per week.

sumes to:

people for the following positions:

may evolve to lead hand.

time when required

515 skilled & technical help

510 general help

PAT'S Party Rentals. Oak

PAT'S Party Rentals, Oak-ville: Showroom Sales and event planning, F/T includ-ing some Saturdays/ over-time, \$11/ hour. A multi-tasking job. Positive atti-tude, telephone manners, basic filing/ typing with p.c. knowledge. Will train. Fax: 905-681-0448, Call 905-4845-8301 or annly to Moni-

845-8301 or apply to Moni-

POOL Service Co. has available Full/Part-time po-sitions. Experience an as-set. Fax resume 905-633-7265 E-mail: ser-

SUMMER Work \$16.25 base-appt, FT/PT, Stu-dents, Sales/ Service, No Exp Nec, Conditions ap-ply, 905-338-6618

**511** retail opportunities

510 general help

PRACTICE Management Administrative Coordinator - Part Time financial ser-vices industry - Burlington Administrative experience

and achievement within the financial services in-dustry is required. Please send resume to Investors Group: Maureen.Chambers@

514 salon & spa help

Canada's Largest Hair Salon Chain Now Seeking F/T

Experienced

Educators

Great pay / benefits

Fax resume to: 905-875-3897 or

call 905-407-4901

cal code

ence

ing machine experience.

investorsgroup.com

vice@aguadampools.ca

510 general help

TELEMARKETING Posi-

TELEMARKETING Posi-tions (w/experience). Full Time. Guaranteed Wage +Commissions. Good communication skills. Fast Paced Environment. Cus-tomer Service. Growth +Management Potential. Service Driven. Forward Thinking. Unique Opportu-nity to Learn the Conven-tion +Tradeshow Industry. Build Strong Relationships w/New and Existing Cli-ents. Email: monty37@coogeco.ca

ents. Email: monty97@cogeco.ca

**511** retail opportunities

FLEXIBLE part-time 15-20 hrs/week, a flair for deco-rating at Window & Bed Covers, Mapleview Mall, Burlington. See manager with resume or fax 905-333-9193

to place an ad call 905.337.5610

54 salon & spa help

HAIRDRESSER with ex

perience required full-time for Oakville location

Please call and ask for Manager, 905-257-8998

HAIRSTYLIST wanted im

HAIRSTYLIST Wanted Im-mediately with experience, full or part-time. Call 905-333-5038, email at: salonmatteos@ hotmail.com

WANTED~ Friendly & tal-ented stylist to join our growing Burlington salon. We offer a fun, relaxing and modern atmosphere. If

and modern atmosphere. If you are an experienced, motivated stylist looking for a change, call us at 905-336-2344, email

515 skilled & technical help

revive-salon@

sympatico.ca

SECURIT

Oakville

**Maintenance Associate** 

In performing preventative procedures, you will contribute to the resolution of system and equip-

ment breakdowns and perform general mainte-nance tasks such as Troubleshooting and Equip-

ment Modifications in a woodworking environment Must have extensive knowledge of Ontario electri

**PRODUCTION ASSOCIATE 1** 

Manufactures wood product according to drawings and specifications provided, to assure timely

manufacturing of product to customer specifica-tions. Must have wood working machine experi-

Machines or cuts wood product parts on the CNC router or Panel Saw according to drawings & specifications provided, to assure timely manufac-turing of product to meet customer specification and production schedules. Must have wood work-

To apply please e-mail your resume and salary expectations to hr@securit.com

PRODUCTION ASSEMBLERS

**& FORK LIFT DRIVERS** 

AND ORDER PICKERS

Hayward, a leading manufacturer of swimming pool accessory equipment, has openings for the following positions. Production Assemblers~

wages from \$9/hr. Experienced Fork Lift Drivers-

wages from \$12/hr & experienced Order Pickers wages from \$10/hr. Hours: 8:30am-5:00pm.

Please apply in person or contact: Allen 905-829-2880 ext. 241 2880 Plymouth Drive, Oakville (Winston Churchill/QEW)

**PRODUCTION ASSOCIATE 2** 

333-9193

bonnie togs

Children's Outfitters since 1953

We are now accepting résumé's for our new Bur-lington location at 2435 Appleby Line. We are cur-

rently recruiting for the following positions:

Assistant Manager • Sales Associates

• Full Time M.I.T. • Part Time M.I.T.

If you are looking for a fulfilling career in a fast paced retail environment and have the ability to have fun! Send, Fax or E-mail your resume to:

Bonnie Togs, Attn: Christina Magwood 65 Struck Court, Cambridge ON, N1R 8L2 Fax: 519-624-5217

E-Mail: bonnietogshiring@yahoo.ca

