

510 general help

SHOPPERS Drug Mart, Oakville Place requires an Assistant Front Store Manager w/some retail and merchandising experience. Please forward resume by fax 905-842-5598, or email fsdm745@shoppersdrugmart.ca

SILK-SCREENING company in Burlington/ Oakville area requires production staff. Silk-screening experience an asset. Full-time position. M-F day shift. Starting wage \$8.50/hr. Please email resume to davidp@az-tex.com

TELEMARKETER needed- Mature and reliable for financial services. \$10/hr+. Contact Alex 289-259-5022

TELEMARKETER Wanted, approx. 8 hrs/week. Flexible hours. Call Nancy 416-919-8521 Royal LePage Real Estate Services Ltd.

WANTED immediately-Floral Designer for busy Oakville Flower shop. Must have minimum 5yrs experience in design. Also Person Friday Duties: telephone orders, order-entry, serving customers, etc. Knowledge of computers, good w/customers, able to sell. Experience preferred. Send resume: caiger group@gmail.com, fax 905-845-1908

WANTED: Inventory control person. Computer skills, experience in purchasing, and good telephone manner. English fluency, French an asset. Call for appointment 905-465-0233 or fax resume 905-465-0218

WEEDMAN requires inside sales representatives to sell seasonal lawn care services, no cold calling required. Fax resume 905-827-1499 or call 905-827-1441. weedman01@on.aibn.com

WEEDMAN requires lawn-care technicians. No experience required, full training provided. Fax resume 905-827-1499 or call 905-827-1441. weedman01@on.aibn.com

511 retail opportunities

PERMANENT Full-Time/Part-Time Sales Associate needed. No experience necessary. Reply to hr@vision.ca or fax 905-844-1926

515 skilled & technical help

EXPERIENCED Tar & Gravel Roofer for Oakville based flat roofing company. Third Line/ Speers. Phone 905-847-5923.

TURRET Press Programmer & Operator Needed for Amada turret punch press. **Full benefits & Open over-time.** Please fax resume to: 905-336-0272

Focused on service and excellence, **Auxilium Technologies** provides progressive client-specific IT solutions to businesses throughout the Oakville/Halton region.

IT Systems Support Manager

Committed to customer service, you will manage and supervise staff, provide technical expertise, develop quotes, and negotiate solutions with clients. You will participate in server and desktop installations and provide expertise for networking technologies and hardware. You are comfortable working in a fast-paced, customer service oriented environment. You have three years' managing experience and a university degree in computer science or the equivalent.

Challenge, growth, and reward await you at Auxilium. Please respond in confidence to:



Auxilium Technologies Inc.
3185 Dundas Street West
Oakville, ON L6M 4J4
e-mail: aketelaars@newelectric.ca
fax: (905) 827-3744
www.auxilium.ca

515 skilled & technical help

Metroland West Printing Group

General Bindery Help

Metroland West Printing, located in Oakville is a busy sheet fed printing operation with a full bindery. We currently have an opening for a bindery assistant.

Experience in the printing industry is a definite asset but will train the right individual.

Please fax resume to
Danny Flanagan
905-845-2013

Meineke Car Care Center

of Burlington is seeking to add a
SENIOR "A" LICENSED AUTOMOTIVE TECHNICIAN

We offer a guaranteed minimum 40 hour work week, competitive hourly wage, state of the art new equipment and lifts and a great client base to keep you busy! You must be "A" licensed, have a valid drivers license, have a minimum of 5 years of related experience working with a variety of different vehicles, strong diagnostics skills, full set of your own tools and superior customer interaction skills.

Please fax your resume to 905-681-7595
Att: Tony Giacobbe or email us your resume to meinekecarcare@bellnet.ca

JOBS! JOBS! JOBS!

Variety of jobs available.

FACTORY HELP
DIE MAKERS
BRAKE PRESS PROGRAMMERS
SHIPPERS & MACHINISTS

1st & 2nd Shifts
Please fax resume to:
905-336-0272

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workopolis.com
CANADA'S BIGGEST JOB SITE
Burlington Post
call 905-632-4440 The Oakville Beaver

MILTON

Hwy. 401 & James Snow Parkway

is currently looking for:
LICENCED AUTOMOTIVE TECHNICIANS

Busy shop requires additional Technicians/Apprentices & Advisors
Contact: Mr. David Steeves
Fax: 905-878-0180

SVC TECHNICIAN:

Air compressor sales and service company providing sudden and scheduled field service requires technician for Golden Horseshoe area. Previous compressor or refig. dryer repair experience preferred. Clean driving license, good work ethics and professional appearance essential. Excellent opportunity for motivated individual.

Please e-mail resume to:
airadmin@airsolutionshamilton.com

515 skilled & technical help

PRODUCTION ASSEMBLERS~ STUDENTS WELCOME

Hayward, a leading manufacturer of swimming pool accessory equipment, has several short-term openings (approx. 8 months) for Production Assemblers (students 18+ welcome)
Wages from \$9/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)

JOHN Bear Pontiac requires Licensed Technician 3 or 4 year apprentice may be considered. Email seansmart@johnbear.com under the Employment Opportunities Link

K-NORTH, Inc. requires a Mechanic/ Millwright w/minimum 5 years experience in machinery repair. Candidate will have had exposure to machinery relocation, welding, dismantle/ reassembly of sub components, basic electrical & machine shop skills. Day position w/minimal overtime. Email resume: info@k-north.ca

SPRINGER/ trimmer, experience required. For high end furniture manufacturer. 403/ Dundas. Call 905-466-2665

525 office help

ADMINISTRATIVE/ Office Manager- Accounting & Real Estate knowledge an asset. Flexible hours. Email or fax resume garyreed@coldwellbanker.ca, 905-825-3593

Senior Accounting Clerk

Naylor Group Inc. a mid sized company located in Oakville has an immediate opening for a full time Senior Accounting Clerk. The successful candidate will have not less than 10yrs payroll exp. including A/P, A/R & familiarity with bank reconciliations. Must have strong computers skills in Word and Excel.

Please email resume to **kburkholder@ngi.ca** or fax to 905-338-1909

Intermediate Accounting Clerk

Naylor Group Inc. a mid sized company located in Oakville has an immediate opening for a full time Intermediate Accounting Clerk. The successful candidate will have not less than 5 years exp. in a full cycle A/P process including payroll and data entry. Must have strong computers skills in Word & Excel.

Please email resume to **kburkholder@ngi.ca** or fax to 905-338-1909

Receptionist/ Administrative Assistant

An Oakville financial planning firm seeks a mature outgoing individual with excellent communication and computer (MS Office, ACT) skills. We are a small but busy firm and the ideal candidate must enjoy working in a fast paced environment and taking on many different tasks simultaneously. Experience with investments and insurance a definite asset. Will consider part-time or flex time hours.

Please email your resume to **officehelp37@yahoo.ca**
We thank you for your interest but only applicants invited for an interview will be contacted.

springridgefarm.com

FULL-TIME OFFICE PERSON

Requires excellent telephone skills. Must have a thorough understanding of Microsoft Word and Excel. Able to multi-task and work independently.

Please fax your resume to 905-878-4150 or email to **info@springridgefarm.com**
7256 Bell School Line, Milton L9T 2Y1

Admin. Support/Customer Service

Burlington based financial services company is currently seeking several administrative support and Customer Service positions (bilingual positions also available). We offer flexible schedules and the opportunity to work in a fast-paced, customer-oriented environment. You must have a post-secondary education and have a minimum of 1-3 years of experience working in a fast-paced, front-line customer service environment. Any experience with RESPs, RRSPs and insurance is an asset.

Please submit your application by email to **human_resources@cefi.ca**, fax at 905 331-9977

515 skilled & technical help

525 office help

ADMINISTRATIVE Office Clerk/ Customer Service position needed for busy automation components distributor in Oakville location. Must be organized, detail oriented and have excellent communication skills. Microsoft Office knowledge a must, knowledge of Mas200 database a plus. Email resumeskqa@kinequip.com

BURLINGTON firm looking for Accounting Clerk for tax season. Computer & data entry skills, excellent communication skills, outgoing personality required. Available to work evenings/weekends. Send resume by fax 905-634-1404 or email sheryl@postolutions.ca

FULL-TIME Personal Administrative Assistant to busy Realtor. Real estate and computer experience a must. Compensation based on experience. Please fax resume to 905-338-1401.

525 office help

CUSTOMER SERVICE /Receptionist required. Oakville area. Must be computer literate. Fax resume to: 905-336-0272

SEEKING OPPORTUNITY
A Burlington Steel Distribution Centre has an immediate opening for a **JR OPERATIONS MANAGEMENT TRAINEE**

This position would entail negotiating contracts, daily logistics and learning the general business processes.

Fax resume to: 905-319-7962

EXPERIENCED Real Estate Full and part-time Receptionist/ Administrators required. Quick office/ lone wolf experience required. Call Shireen at Century 21 Shireen Preksta Realty 905-338-1515 or email resume shireenpreksta@sympatico.ca

FAST paced Veterinary clinic in Waterdown seeking mature part-time receptionist/ Kennel Personnel must be available to cover evenings and weekend shifts. Please submit resume to Watzin Veterinary Clinic, 64 Hamilton St. N. or fax to 905-690-0050. No phone calls please

to place an ad call **905.337.5610**

535 hospital / medical dental

535 hospital / medical dental

535 hospital / medical dental

525 office help

HWY #5/ 403 Sports Co. hiring admin/whse person. Starting @ \$14/hr. Must have pleasant telephone manner, able to multi task, have excellent computer/customer service skills. Pick/pack of orders, handle all company logistics. Forward resume to info@locust.com or fax 905-820-8220.

OAKVILLE company requires Full-time office assistant. Experience in A/P, A/R & MS word applications required. Please forward resume to george@kencro.ca or fax to 905-827-4145

PART-TIME Data Entry Specialist To perform entry of clinical trial data, scanning, filing, and other study administrative duties. High School diploma or equivalent. 1+ year(s) related experience. Please fax your resume to AAIPharma at 905-816-9536 or email at toronto@aiipharma.com.

PART-TIME, Real Estate Receptionist required for busy real estate office. Mon-Fri 11am-2pm; occasional extra hours. Applicant must be computer literate, able to multi-task, and possess a high degree of accuracy and detail. Reception experience preferred. Fax 905-335-4661

530 sales help & agents

NEW CAR SALES PEOPLE

Required Immediately

Up to 40% commission
Demo or demo allowance
Must be customer oriented
Must have OMVIC Lic. & professional attitude but will train the right people

Interested candidates please fax resumes Attn: David McDermott
Fax 905-632-1876 or
Email: **d.mcd@TerraceFordLincoln.com**

535 hospital / medical dental

535 hospital / medical dental

535 hospital / medical dental

530 sales help & agents

Freight Salesperson
Aggressive sales individual needed to assist in start up operation of freight brokerage aspect of Burlington based company. Must have established account base, thrives on a challenge, excellent communication and selling skills. Salary commensurate with ability and effort.

Please forward resume: **Larryl@deluxefs.com**
fax: 905-333-5212

STRUCTUBE Contemporary Furniture, Oakville requires full-time sales/stock associates immediately. Email: emp104@structube.com Fax: 905-829-0961. Phone: 905-829-0170, Lauren

535 hospital / medical dental

RMT required, female preferred, in established personal training/ rehab studio, Millcroft. Fax resume 905-336-7180

530 sales help & agents

530 sales help & agents

535 hospital / medical dental

PART-TIME leading to Full-Time Dental Assistant needed for growing Trafalgar/ Dundas office. Evenings, Saturdays, experience required. Fax 905-257-2877

RECEPTIONIST/ Assistant required Full-time for optometrists office. Optical experience an asset. Please fax resume, (no cover letter, 2pg max.) to 905-336-0505

RPN or experienced medical personnel needed for a walk-in clinic part-time hrs Fax resume to 905-333-1960

NURSES required Full-time and Part-time for busy family practice office Mon. to Friday. No nights or week-ends. Convenient location. Pleasant working atmosphere. Interested applicants Contact **Human Resources 905-844-8001** or e-mail resume to: **resumes.tmc@cogeco.net**

HOLLYHOCK CAREGIVERS requires experienced **LIVE-IN PSW** starting Weekends (Fri-Sat-Sun) Feb./07, for Senior in Oakville Call 905-689-1399

RECEPTIONIST/ SECRETARY required for busy Ophthalmology office 3 day/week. Must have exp. with medical reception, computer skills & be able to multi-task. Fax 905-849-6990

Come rewrite the rules of health care with us.

With a pioneering spirit and unique focus on personal empowerment, Saint Elizabeth Health Care provides home and community health care services throughout Ontario, delivering three million visits annually. Named as one of the Best Places to Work in Canada, we offer a flexible, supportive and amazing work environment.

JOB FAIR

Saint Elizabeth Health Care, 2000 Argentia Road, Plaza 3, Suite 104 (Erin Mills Parkway/Argentia Rd), Mississauga. January 10, 2007 from 12 noon – 6 p.m.

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Guaranteed Hours and Part-time positions (Day, evening and night hours)

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Positions available in: Mississauga, Oakville, Georgetown and Milton areas

COMMUNITY CRISIS WORKERS – PEEL REGION (FULL-TIME)
You will provide timely mobile crisis response, assess clients' mental and psychosocial needs, and provide education and referrals to clients and their families. Related mental health experience, excellent skills in assessment, counselling and crisis intervention, and CPR certification are required. The ability to travel within Peel Region and work flexible hours is necessary.

We offer: Flexible scheduling • 24-hour clinical support
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If you are unable to attend, please forward your résumé to Human Resources at:
Fax: 1-800-940-8553 • E-mail: **hresources@saintelizabeth.com**
Website: **www.saintelizabeth.com**

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