

100—JOBS OF INTEREST TO WOMEN

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PEEL COUNTY BOARD OF EDUCATION

There are immediate vacancies for the following staff to work in our accounting department.

Fringe Benefits Clerk —

to handle the processing of OHIP and group insurance plans, and other duties pertinent to the payroll department. An aptitude for figure work is necessary.

Payroll Clerk —

to summarize accounting distribution and supplementary checks; reconcile and remit statutory deductions, process sundry inputs and outputs is required. Applicants should have knowledge and experience of bookkeeping applicable to a large payroll, some typing and general clerical skills. Qualifications: Grade 12 education and at least 2 years related experience.

Applications in writing should be submitted to:

PERSONNEL DEPARTMENT
THE PEEL COUNTY BOARD OF EDUCATION
90 DUNDAS ST. W.
MISSISSAUGA

PEEL COUNTY BOARD OF EDUCATION

Has the following Secretarial vacancies:

SECRETARY

Area 3 office located at Lorne Park Public School 1325 Indian Rd., Mississauga.

The successful applicant will be required to handle general secretarial work as well as specific duties relating to Supply Teachers and the Field Study Centre. This is a full time, 12-month position.

SALARY COMMENCING: \$5772

PART TIME SECRETARY DICTA TYPIST

Area 2 office located at Lyndwood Public School 498 Hartsdale Ave.

Required to work afternoons from 1:30-5 p.m. on a 12-month basis. Duties will include dicta typing for the Attendants Department and general office work as required.

SALARY: \$2,667 per year

QUALIFICATIONS:

Grade 12 education and a minimum of 2 years related experience.

Applicants for the above positions should have excellent typing skills and the ability to work on own initiative if required.

FOR APPOINTMENT PLEASE CALL:

PERSONNEL DEPARTMENT
279-6010

The Mississauga Hospital

Secretary

required for a very interesting and challenging position as Secretary in our Nursing Office. Ideally suited to person with excellent typing and shorthand skills in addition to a sound academic background.

Applicants must be willing to learn and use own initiative in accepting responsibility.

Previous secretarial experience is required. Excellent working conditions, full staff benefits and salary commensurate with qualifications are offered. To arrange personal interview contact:

Personnel Office

279-7330

ACCOUNTS RECEIVABLE CLERK

Outgoing person for A-R and collections. Experience in typing preferred. Transport company. Rexdale area.

MR. J. JORDAN
249-8192

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ELECTRONICS DISTRIBUTION CENTRE

Requires woman to maintain shipping and inventory and packaging records. Typing an asset. Permanent part-time help. No. 10-Lakeshore.

274-1591.

WAITRESS

Intelligent and experienced for licensed dining room.

274-5294

WANTED

Fast experienced typist. Full time.

MISS SHAW

625-4400

X PARTY-PLANNERS

Show a new exclusive line of ladies sports co-ordinates and earn top commission. For information call:

Sherron Lightfoot
248-5157 249-1573

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PEEL COUNTY BOARD OF EDUCATION Requires LUNCH ROOM SUPERVISORS

For supervision of students during luncheon at the following elementary schools commencing September 5, 1972:

Brookmead School	
Erin Mills Subdivision	1 hr. daily
Burnhamthorpe School	
Golden Orchard Dr.	1 hr. daily
Glenhaven Senior School	
Havenwood Dr.	1 hr. daily
Queen Elizabeth Senior School	
QEW at Hwy 10	1½ hr. daily
Tomkin Rd. Senior School	
Tomkin & Bloor	1 hr daily

SALARY \$2.25 PER HR.

FOR INFORMATION PLEASE CALL:

PERSONNEL DEPARTMENT
279-6010

SHORT ORDER COOK

and PART TIME WAITRESSES

Apply to:
STAMPEDER STEAK HOUSE AND TAVERN
780 South Sheridan Way.
Port Credit
274-3766

COUNTY SCHOOL BUS SERVICES

REQUIRE

ADDITIONAL BUS DRIVERS FOR LARGE AND SMALL BUSES

Paid weekly. All holidays paid and good equipment.

CALL
279-6020

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SUMMER JOBS



After school, weekends, preferably over 14 years of age. Good earnings.

DICKIE DEE ICE CREAM

Phone

279-4581

Clerk Typists

— We have several vacancies for Clerk Typists in the Mississauga area. Typing speeds of 50 w.p.m. or more, good work history. Own transportation required in some cases. Contact Mrs. Henderson at 279-1821.

Cook, School Cafeteria

— Experienced Cook to manage school cafeteria in Mississauga area. Contact Mrs. Laanemets at 279-1821.

Painter, Spray

— We have several vacancies for fully experienced spray painters — electrostatic or enamel hot spray. Full knowledge of ground coats and mixing paints. Contact Mr. Salway at 279-1821.

Material Handler

— General Material Handler duties, using an electric fork lift. Must have minimum of one years experience on fork lift. Contact Mrs. Pratt at 279-1821.

Secretary

— Well qualified person capable of working in English and German. Contact Mrs. Sunday at 255-8571.

Stock Clerk

— Experienced Stock Clerk for auto parts distributor. Must have knowledge of automobile parts. Contact Mrs. Carmichael at 255-8571.

Turret Lathe Operator

— Capable of doing own set-up. Company works two shifts. Contact Mr. Rowan at 255-8571.

Buffing Machine Operator

— To operate automatic buffing machine on small appliances. Contact Mr. Rowan at 255-8571.

Canada Manpower Centre

3253 Lakeshore Blvd. W.
Toronto 14, Ontario.
Tel. 255-8571

Canada Manpower Centre

44 Dundas Street West
Mississauga, Ontario
Tel. 279-1821

ORGAN TEACHER

PART TIME

Music Studio central Mississauga. For interview call:

270-6391

PIANO TEACHER

PART TIME

Music Studio Central Mississauga. Qualified to prepare students for Royal Conservatory examinations. For interview call:

270-6391

Your Own Business

Ambitious boys and girls, age 11 to 14 to deliver paper routes for the Mississauga Times during the summer months. Telephone

Mr. K. Smith

270-4040

or
823-1212