**WILKES-BARRE** 

NANTICOKE

## **COLLECTION REPRESENTATIVE**

We are in need of an addition to staff in our Collection Dept. Job requirements & skills needed should include:

☐ Resolve/collect all skipped invoices & unapplied payments ☐ Determine reasons for slow payments &

initiate corrective action ☐ Develop knowledge of paying habits, disputes &

special characteristics of the assigned account ☐ Develop & maintain effective communication with other departments & customers

☐ Work closely with Supervisor to ensure accounts are correctly billed

Applicant should possess 2 years collection exp., knowledge of basic accounting & financial practices good verbal/written communication skills, strong organzational skills and follow-up, ability to interact well with people and work under pressure. Computer literacy to include Word and Excel.

We offer an excellent benefit package along with a salary commensurate with experience. If you meet these qualifications, please mail, fax or e-mail your resume including

### THE LESLIE FAY COMPANY, INC.

One Passan Drive, Laflin, PA 18702 **Attention: Human Resources Manager** FAX: 570-883-7193 E-mail: npearson@lesfay.com

## Classifieds 282

DRIVER Compani Drivers & Owner Op erators. Call today an ask about our GREA and Bonus Packages! Boyd Bros. 800-543-8923 (OO's call 800-

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Coast runs. Teams start up to .46¢ \$1000 sign on bonus for Exp. Co. drivers. For experienced drivers 1-800-441-4394, owner operators 1-877-848-6615 Graduate Students 1-800-338-6428

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DRIVERS- Dedicated runs in your area! Earn \$55,000 yr Min. Weekly Pay Guaranteed home weekly. Assigned Conventionals MS Carriers

**DRIVERS** Exp'd drivers start at .34c/mi, Top Pay–40c/mi, Regional: 36c/ml. Lease Pro-36c/ml. Lease P gram! New/Used! M.S. Carriers. 1-800-231-5209 EOE

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PRIVERS KLLM NE REGIONAL OTR 40c mile all Miles! Home weekly, Teams/Solos OTR to 41c/mile Condo's \$10,000 Bo-nus. CDL/A EOE 1-800-925-5556

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DRIVERS team up to conventionals Lease options avail. No money down) Fuel incentives & more. O/O Welcome! Call Burlington Motor Carriers 1-800-583-9038 DRIVERS Wanted! In

order to meet their freight demands freight demands Vecker Transport is sponsoring CDL train-ing through All-State Career school. Decker offers 1st year pay \$600/wk, medical, dental & 401k, late model equipment. In-experienced drivers call Joe A today for inter-view at 800-872-4618

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INGROUND POOL. THIS
HOME IS BRIGHT & AIRY
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Homes For Sale 800

EXETER

\$2400 down buys this home FSBO, 3 BR townhouse Wildflower vil. Finished bsm Seller pays closing cost. 603-0324 or 675-5959

Charming home in lovely neighborhood. Currently 6 rooms, 2 BR downstairs & apartment with 2 BR on 2nd floor. Exc. income potential. Live on 1 floor and rent other. Or easily converted to single home. Also

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KINGSTON

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OF REALTORS, INC.

Very nice, 3 BR, 1 1/4 bath. Oak hdwd floors. FP, mod. kit. Full attic & basement.

NUANGOLA BOROUGH

paths, finished lower level heated in ground pool or large level lot. Asking \$159,000.

Harveys Lake

**Deremer Realty** 675-0520







setting. Neutral colors through out interior. Agent owned. \$209,900 Call for Appt. LIBERTY REAL ESTATE 570-696-5201

SWOYERSVILLE 7 Room single, carpeted, paneled, 4 bedroom, new



gas heat.
REDUCED \$95.500

C-21 Ruth K. Smith

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Homes For Sale 800 TRUCKSVILLE



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201 Hazle Street 5 bedroom, 2 bath, Ir, dr eat-in-kitch, fam. room

**WILKES BARRE** 

4 PARK AVENUE lex, \$54,900. Well may ed within 6 blocks vntown Kings & Wilk vntown Kings & Wilk

WILKES-BARRE

7 rm single home, nice fenced in yard, gas steam heat, corner property, move in cond, \$40,000 parking or the street, Call 472-3491

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Lots & Acreage 810 BEAR CREEK TWP

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\*45+/- Prime Land Rural Wooded setting minu from Rt 81. Perfect spot f your dream home. Suitable for developmen \*This offering expires or 3/19/01.

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Unfurnished ★ ASHLEY-HANOVER ★ Townhome, Conv. Loc tion. Room sizes will amaze you. OSP., No Pets, Sec. Dep. Gas heat & Central air.

\$625./Mon + Util. 283-

1 BR. 1st floor. Gas heat. Stove, W/D hook-up. O.S.P \$365/month + deposit. Call 457-4740.

**BACK MOUNTAIN** 1/2 bd. rm apt 2nd floor os \$400+ util/ 1 month sec. Call 675-5873

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2 bedrooms, appliances included. Security & References. No pets. 333-4065

**Apartments** Unfurnished

HUGHESTOWN

2 BR apt. Eat in kitchen, LR Front & back porch. O.S.P. Close to park. Oil heat. \$440/month + utilities. Available April 1st. Call 451-2789, after 6 PM. KINGSTON

KINGSTON
113 W. Union St.
3 rms, 2nd fir w/porch.
Stove & refrig. Heat & hot
water included. \$335 mo.
+ sec. & refs. No pets.
Call 333-4979 or 288-5155 KINGSTON

& sewage included. 752-6467 or 287-1519 KINGSTON

modern 4 rm w/ bath, hear hot water incld, w/ plenty of OSP, Ref, stove incld w. nice bk yard, W/D hook-ug avail, bsmt. & attic avail for storage space, sec, ref, rejuired, \$450/mo. Avail immed. Call Al 288-0106 LUZERNE 2nd flr., 4 Rms & bath. OSF for 1 car. Heat & hot wate included. No pets. \$350/mc

LUZERNE

1/2 Dbl. 5 Rooms, 2 BR. Gas heat & stove & refrig.. W/D hook-up. No pets. Sec. & refs. \$425/mo. + utils. Call 675-5850.

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2 BR, tile bath. W/D hook-up. All appliances included. No pets. Security & refs. req'd. \$480/mo. + utils. Call 868-3698.

All utilities included

PITTSTON or 2 bedroom modern apartment. Front & back porches. Freshly painted. arge yard. Gas heat. \$325 Sec. & Ref. 283-0351

PITTSTON PITTSTON

3 rm. apt., 2nd fir., private
entrance, OSP, nonsmoker, no pets, heat,
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Furnished

g. unit includes WD, re-rig, stove, sewer bills, & normal garbage fee for he year, 821-3447 Fantastic, Lrg, 1 BR., New Kit. Modern Bath, Porch Yard, OSP. W/D, Storage

**SWOYERSVILLE** D.S.P. NO PETS. Heat &

SWOYERSVILLE 2 & 3 bdr apts, \$395-\$550/mo. + util, Call Holly at Four Star McCabe Realty 674-9950

not water incl. \$350/mo. + ec. 287-8673 or 287-8286

\* TRUCKSVILLE\* st flr, 5 rm apt. lg LR, lg

WILKES-BARRE 1 BR, \$400/mo. All utili-ties included. Call the Manager at 825-8997

2 Bdr, newly painted, W/D hook-up, L/R, D/R, \$400/mo. + util. Call 963-1996 (evenings) 814-1429 (days) WILKES BARRE

Blocks from General
Hospital. 1 BR, mod. bath,
eat in Kit. tiled floor, Lr, BR,
w/w carpeting. Back yard,
No pets. W/d hookup. \$325 per mo. heat included. Call after 6pm. 570-970-9917 WILKES-BARRE N. Main St.
Close to Kings and
Courthouse 3rd flr,
1 bdr, bath, kit, L/R
\$275/mo. + util. ref, sec
lease Call 823-6517

**Apartments** Unfurnished

**WILKES-BARRE** 

Share Quarters

WILKES-BARRE

★ WILKES-BARRE ★

WILKES BARRE (SOUTH)

WILKES-BARRE (SOUTH)

☆ WILKES BARRE ☆

**WILKES-BARRE TOWNSHIP** 

WILKES-BARRE TWP.

2nd flr, 4 rms, heat & hot water, carpet, elec range ref, Washer in bsmt, ga-rage, no pets! sec, ref, Cal 822-5486 from 9am-6pm.

**WILKES-BARRE** 

Updated 2 BR, 2nd fir. apt. O.S.P. Stove & refrig. incl. \$385 per month + utils. No dogs. Sec. & refs. req'd. Call 824-5278.

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LAKE FRONT BIG BOULDER SPLIT ROCK AREA. Furnished 1 bedroom,

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House Rental 850

**EDWARDSVILLE** 

2 BR single home. Gas stove & heat. W/D hook-up. W/W carpeting 1st floor Yard. \$400/month + secu-

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1/2 dble, 3 BR, carpeting, walk up attic, basement, small yard, gas heat, \$450/mo + utils, sec. deposit, lease. No pets. Call 779-5910 or 908-289-4534.

Newly remodeled ½ dbl., avail. immed. 3br., eat-in-kitch., modern bath, laun-dry room, full bsmt., \$595/mo. + util.

WEST WYOMING

½ Dbl. 3 rooms up-stairs, 3 downstairs, Pantry & Bath Room All

Utilities by tenant, No pets. 1 month dep. \$500/mon. Call 693-3647 after 12 noon.

Rent to own single family home. 3br. Nice area. 1st fl. laundry, gas heat, new car-pet. Avail. immed. \$450/mo. Call T.J. at

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No Pets. 570-823-7386

Furnished room with cab TV. Kitchen & laundry facilities. Rest of house privileges. \$70 per week Includes utilities. Call 735-7140. Avail. immediately. Good opportunity. 2nd fl., 1br. with stove & refrig., gas heat 8 hot water, sewer & recycling included. \$375/mo. + sec **WILKES BARRE** ooking for a roomr ng to shovel walks awn. Call 826-9195

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Condo 1st Flr, 2 BR, dryer, ocean view, call 570-961-8509

Modern, cozy, 4 rms, 2 Br tile bath, modern new fur-niture, stove, refrig., DW, Garages

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All equipment, turn key operation. \$350/mo. + util. Call 868-6417 ★ KINGSTON ★

KINGSTON 239 SCHUYLER AVE Modern, Business space 1000 to 1500 sq. ft. Private bathroom. Gas heat. Elec

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Auto. New tires, Deep red paint. Tail fin. great miles. Exc. Cond. Looks new. \$2500. 331-0985

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