COLLEGE STUDENTS

SUMMER PRODUCTION EMPLOYMENT OPPORTUNITIES
IF YOU WANT TO WORK DURING THE SUMMER,

YOU NEED TO CALL US!

Starting hourly rate of $8.25
Plus $.25 shift differential for afternoon shift
and $.31 for midnight shift

Special TUITION ASSISTANCE Program OF $500.00 IS AVAILABLE TO ANY COLLEGE STUDENT WHO WORKS 375 HOURS FROM MAY 2001 THROUGH AUGUST 2001

$750.00- 2ND YEAR
$1,000.00-3RD YEAR
$1,250.00- 4TH YEAR

CALL 674-9466 OR 674-9477
Or complete an application at:

Offset Paperback Mfrs., Inc.
a Bertelsmann company
101 Memorial Highway, Dallas PA 18612
e/o/e

SALES PROFESSIONAL

Froggy 101 is seeking a highly motivated sales professional with media sales experience to service key accounts and to develop new business. If you are a creative self-starter with a proven track record for success, this opportunity is for you. Candidate with the "RIGHT STUFF" can expect a generous start up income with an excellent benefits package.

Call Libby Vogel today (570) 883-1111 for information on this rare opportunity, or send your resume to:
305 Highway 315
Pittston, PA 18640
FROGGY 101
Today's Best And Most-Country 95.9 FM
EOE

RED LOBSTER IS LOOKING FOR SOME GREAT NEW PEOPLE TO JOIN OUR TEAM !!!

ALL FRONT OF THE HOUSE AND HEART OF THE HOUSE POSITIONS

Benefits your first day, paid vacation after 1 year, medical/dental, 401k plan, profit sharing. Timely performance review.

If all of these things sound good to you, Red Lobster would like you to join our team! Apply within Monday thru Thursday between 2 and 4 PM. We will interview you immediately.

10 East End Centre, Wilkes-Barre, PA 18702

PROPERTY MANAGER

Experienced Manager for mid-sized Apartment Community in the Wilkes-Barre area. Marketing, leasing and administrative skills required. Compensation package based on experience. For consideration fax resume to:
(570) 823-2512. EOE

RESIDENTIAL STAFF

Program Supervisor and direct care staff needed for newly opened program for developmentally disabled adults. Experience helpful, driver's license required. Excellent Benefits
Contact Jean at Step-By-Step 829-3477

CLERICAL - PART TIME

Position requires 20 hours per week, Monday through Friday 9:00 am and 4:00 pm. Scheduling can be flexible. Knowledge of office protocol, computers and office equipment a plus. To arrange an interview Please call:
HNB Mortgage Center
38 N. Franklin St.
Wilkes Barre
at 826-1800.
EOE M/F/D/V

CARPENTERS
Hiring all levels of experience, for career opportunity. Contact
Montana Contracting Inc.
1-877-542-5292

JANITORIAL CLEANING
Hanover area.
Sunday thru Thurs.
Midnight to 6 am.
$8 an hr.
570-693-1225

CARPENTER
CARPENTER'S HELPER
F/T Experience preferred. must have own transportation. Pay by exp. 868-6702

Help Wanted 270

CLERK/CASHIER- PART TIME
20 hrs a week.
Various duties.
Days & evenings.
Apply:
Salvation Army.
Rt. 309
Wilkes Barre Twp.

★ CNAs ★
★ HHAs ★
Flexible Hours. Full & Part Time. All shifts (11 to 7 a plus) available for experienced & dependable persons Luz/Lack. Wyo. Ctys Competitive salary. Rewarding 1:1 client ratio
Call 570-602-8734
Or fax 570-602-8736

Northeast Private Duty Nursing Services

CNC OPERATOR
Due to our expanding operations, Belrick Corp. seeks CNC Turning or Machining Center operators. Basic knowledge of inspection tools and procedures required. Our growing company offers company-sponsored retirement, health, dental, and vacation benefits.
Apply in person @
Belrick Corp.
R. 1109 Main St.
Swoyersville, PA
at
288-9000.
Belrick is an E.O.E.

COUNTER WAREHOUSE & DELIVERY
Must have valid license & drive standard shift. Immediate opening, all shifts apply in person 913 Main St Avoca. Call 451-3073

CSR
THE PERFECT JOB
Well established **commercial** insurance agency is seeking qualified applicants interested in advancement opportunities, long term security and pleasant company environment. Salary 25K+ w/benefits pkg., depending on yrs. exp.
Send resume to:
25 East Broad St.
Hazleton, PA 18201
Attn: Joanne

CUSTOMER SERVICE/SALES
High profile-key account management/sales opportunity with fortune 500 company. Must have a proven ability to meet and exceed customer expectations. Some travel. Outstanding career opportunity. Degree desired, but not required. E-mail to: cust_serve@hotmail.com fax to: 570-868-3151 or mail to:
BOX 2830
TIMES ♦ LEADER
15 North Main Street
Wilkes-Barre, PA 18711

DENTAL HYGIENIST
PT/ FT in Quality Oriented practice in WB. Excellent working conditions & compensation packages, Call 824-3368.

Help Wanted 270

DRIVER
Class a CDL O.T.R. drivers w/verifiable exp. needed. all trip exp. pd. Driver referral, sign on bonus and health ins. paid to those who qualify. Late model assigned tractors with generous starting pay.
Call (570) 675-5291

ELECTRICAL PROGRAMMER
Electrical Design and Allen Bradley programming experience a must. Send resume and salary requirements to:
The Ronco Group
P.O. Box 175
Lake Winola, PA. 18625
Fax: 570-378-3212

Electrician /
Electrician's Helper
Comm/ Res work.
Call 822-4009

EQUIPMENT OPERATORS
Experienced only need apply. Commercial and residential. Competitive wages and benefit package.
Apply in person
Scranton Craftsmen, Inc.
930 Dunmore Street
Throop, Pa.

FORKLIFT
3rd SHIFT, $9 PER HR.
FULL-TIME
Apply in person
TNT Management Services, Inc.
355 South Main St.
Wilkes Barre, PA 18702
822-6151

FRONT DESK/AUDIT
Challenging opportunity for detail oriented person. Benefits available at 90 days. Apply within
Red Roof Inn, Rt 315 W-B

FRONT DESK/ HOUSEKEEPING
Full & Part Time. No experience necessary. Benefits avail after 90 days.
Apply in person.
Days Inn
760 Kidder ST.
W-B, PA 18702

FRONT DESK REPRESENTATIVE
Apply in person
Comfort Inn
1067 Wilkes-Barre Blvd.

FURNITURE ASSEMBLY
National Service Company providing in store merchandising & in home furniture assembly for local retail chain. Has full time position in the Wilkes Barre area. We need positive attitude, good communication skills and self starters to provide quality services to our customers. Requires reliable transportation, tools and mechanical availability. training available. $10 - $20 per hr plus medical and 401K. Call 1-800-647-9704 option #2 - ex. 5554 visit:
furniture assembly.com

GRANT WRITER
Northeast PA health agency seeking an individual experienced in Grant & proposal writing. Bachelor's Degree in communications, Public relations, Marketing or related field, combined with a minimum a two years demonstrated success in areas of researching, evaluating and writing of grants or proposals to private, corporate & government agencies. Work /life experience maybe substituted for education requirements. Salary commensurate with experience. Excellent fringe benefit program including paid health insurance, life insurance, paid leave & generous 401K retirement plan. Al inquires will be kept in confidence. Please forward letter of intent & resume to:
BOX 2832
TIMES♦LEADER
15 North Main Street
Wilkes-Barre, PA 18711

KENNEL /OFFICE HELP
Part time. $5.60 to start. Mornings Afternoon, evenir & weekends. Apply at the
SPCA
524 E, Main St.
Wilkes Barre, Pa. 1870

LABORERS
Full Time Landscape Laborers. Experienced, PA drivers license required, $7/hr, lot of overtime.
Apply Rave Wholesale/Landscaping
Edinger Road, Dallas
Call 675-4537
for directions.

LABORER TOUCH UP PERSON
New construction, Reliable, Must have drivers lic. & ref. 675-7900

LIBRARY POSITION STUDENT
Part time student page needed at Back Mountain Memorial Library. Two evenings & every other Saturday. Must be 16 years of age. Apply at front desk.

LIGHT INDUSTRIAL WORKERS
All shifts available.
Call Bobbi or Cindy
Action Personnel Services
823-8836
The Service That Cares

ALLIED SERVICES
John Heinz Institute of Rehabilitation Medicine

MAINTENANCE MECHANIC
Allied Services John Heinz Institute has a full-time dayshift Maintenance Mechanic position available. The qualified candidate must have working experience in electrical, plumbing and construction. Must also possess a current PA driver's license for local travel and deliveries. Previous experience working in a hospital setting a plus.
Allied Services offers a competitive salary and excellent benefits package that includes paid family health insurance. If interested, please fill out an application at:
Allied Services
John Heinz Institute
150 Mundy Street
Wilkes-Barre, PA 18702

Help Wanted 270

LOAN UNDERWRITING/ PROCESSOR/CUSTOMER SERVICE REPRESENTATIVE
Busy Financial Services Office is currently seeking Loan underwriter/ processor & customer service representative to assist our office in the daily operations of our business. Duties include but are not limited to underwriting, processing and customer service skills. There is no a sales or travel required.
The successful candidate must have a proven track record in the underwriting and processing of mortgage loans in the Banking or Broker business. Experience in Home Improvement Financing is a plus. Customer service representative must be highly organized, personable and a true team player. Generous Salary, Complete Health Insurance Plan, Life Insurance Plan, 401K Plan, Five day work week, Paid holiday/sick/personal/vacation time. Please forward your resume to:
HR Director
First Liberty Financial Services
400 Keystone
Industrial Park
Dunmore, PA 18512
FAX: 888-608-5284
Phone: 570-343-4096
ext. 146

KRAFT
MACHINE OPERATORS
The Kraft / Sathers Division located in Pittston Township has Machine Operator positions available on our Second and Third Shifts. Shift hours are Monday - Friday from 2:00pm to 10:00pm and Sunday - Thursday from 10:00pm to 6:00am. Job duties include operating packaging machines, performing set-up and doing repairs. Mechanical ability required, prior machine operation a plus. Rate is $9.70 plus shift premium per hour. Kraft / Sathers Division offers a full benefit package including health, dental, eye, life, short term and long term disability insurance, 401(k) savings program with Company match and tuition reimbursement. There is a pay increase after 90 days. Interested applicants may forward a resume or obtain an application at the following address:
Kraft / Sathers Division
Human Resources Dept.
1001 Sathers Drive
Pittston, PA 18640
(570) 883-7282
EOE M/F/D/V

MASON & MASON LABORERS
Full time. Experience Helpful. Call for info. 675-8646

MECHANIC
Local Co. accepting applications for experienced body and trailer paint person. Benefits pkg. include 401K. Apply in person at
58 Pittston Ave.
Pittston, PA. 18640
1-800-292-2539 ext. 233

MOTOR ROUTE
Part Time Opportunity
The Times Leader is looking for a independent contractor for the Hazleton Area.
Route earns $900 to $1,000 per month.
No Collections
You must be dependable and you must have a reliable vehicle
Call Mario at:
(570) 829-7289

OFFICE CLEANING
PT, M/F, 5-9pm, W-B / Hanover area & downtown W-B. 570-207-8745

OFFICE FULL TIME
Professional self starter with experience in AP & inventory control. Working knowledge of computers is necessary. Accounting experience is a plus. Competitive pay & benefit package. Fax or mail resume to:
Craft Oil Corp
837 Cherry St.
Avoca, PA 18641
FAX 570-451-0700

OFFICE PART TIME
Good phone skills required. General office tasks with computer knowledge. Competitive pay.
Call Craft Oil, Avoca Pa.
570-457-5484

OFFICE
PHONE OPERATOR
Part Time & Full Time
General office computer experience. Part-time & full-time. Please send resume to:
BOX 2831
Times♦Leader
15 North Main Street
Wilkes-Barre, PA 18711-0250

PACKERS/PRODUCTION
AEP is ACCEPTING APPLICATIONS for packer positions. We offer $9.00/hr. with a 20 cent shift differential for Night Shift work plus paid Vacation & Sick Time w/ medical, dental, life and vision plans. Full-time hours with alternating 3 & 4 day work weeks. Every other weekend a must. EXPERIENCE WORKING ON A PRODUCTION LINE, PACKING, OR FACTORY WORK IS PREFERRED. HEAVY LIFTING.
Apply @
AEP INDUSTRIES
20 Elmwood Ave. Mt. Top

PET GROOMER & BATHER
Neat apperance , exc. with pets, Call 825-8704

PLUMBERS HELPER
Salary based on exp.
Send resume to:
BOX 2827
TIMES♦LEADER
15 North Main Street
Wilkes-Barre, PA 18711

PRIVATE DUTY CARE
LPN/RN for home bound patient - total care. 3 or 4 days per week. 2:30 pm to 10:30 pm. Call 655-7454

PROPERTY MANAGER
Experienced Manager for mid-sized Apartment Community in the Wilkes-Barre area. Marketing, leasing and administrative skills required. Compensation package based on experience. For consideration fax resume to:
(570) 823-2512. EOE

HOME BUYER SEMINAR
Free-Free-Free
Sat. 4-21-01 11am to 1pm
Ramada Inn W-B.
"HOW TO BUY HOME WITH $00 Down!
*Less than Perfect Credit OK
Call For details
Must register
Allied Mtg. Capital Mortgage Bankers
Dallas, PA.
Phone: 675-5959

Help Wanted 270

PORTABLE AND SUPPRESSION SYSTEM SALES AND SERVICE SALES TECHNICIAN
Scranton, PA
Grinnell Fire Protection, A Tyco Company offers the industries best compensation and benefit package "Including Fleet Vehicle". We seek highly motivated experienced individuals to professionally represent us in this rapidly growing segment of our business. Call today for an appointment.
Contact Kristen
(570) 489-8358

PROCESS ENGINEER
Blue Cross of Northeastern PA is seeking an **Operations Process Engineer** eager to apply industrial engineering experience and operations research techniques in the dynamic healthcare environment. We provide the opportunity for Process professionals to positively impact customer departments in areas such as staffing analysis, project management and re-engineering of production processes.
REQUIREMENTS: MBA or MS with two years Industrial Engineering experience, or BS in Industrial Engineering, Operations Research or Computer Programming with four years IE experience. Experience in successfully applying both your knowledge of computer systems and your effective interpersonal skills is critical.
For immediate consideration, please forward resume and salary requirements to: Blue Cross, ATTN: TL-34, 19 N. Main St. Wilkes-Barre, PA. 18711 FAX 570-200-6730 Email to Anne O'Malley@bcnepa.com EOE M/F/V/D Visit us at www.bcnepa.com

PRODUCTION/WAREHOUSE
$7.75 PER HOUR
Local window manufacturing company is seeking reliable production & warehouse workers to perform in a team environment. Starting rate listed above is after 90 day probation period. Excellent benefit package. Apply in person to:
Interstate Building Materials, 322 Laurel St., Pittston, PA 18640

PROVIDER REIMBURSEMENT ANALYST
Blue Cross of Northeastern Pennsylvania has an immediate opening for a Provider Reimbursement Analyst. The successful candidate will gather and analyze data resulting in the development of provider reimbursement levels/methodologies; generate utilization and financial reports; perform comparative analysis of reimbursement rates which could include risk arrangements, capitalization, DRG's, fee schedules, etc. Strong leadership and employee development skills would be considered a definite plus. Experience with negotiation would be helpful.
Required: Bachelor's degree in accounting, health care admin. or related field with a minimum of 3 years related experience or an Associates degree with a minimum of 5 years related experience. Proficient with spreadsheet and word processing software, specifically Excel; strong analytical skills; working knowledge of database extraction software such as Medstat or Focus; general knowledge of healthcare concepts.
Blue Cross of NEPA
ATTN: TL-0041
19 N. Main St.
Wilkes-Barre, PA. 18711
fax 570-200-6730 or
EOE M/F/V/D

RECORDS FACILITY MANAGER
MSTC is looking for an experienced records facility manager to work in the Wilkes Barre area. Applicants should have a minimum of 3 yrs. experience as a manager or deputy manager in charge of a staff of over 50 clerks and warehouse workers. We offer excellent salary & benefits, commensurate with the responsibilities of the position and the experience of the applicatn EOE.
Email your resume , along with salary requirement to:
owsowitz@mstc.com

RESIDENTIAL STAFF
Program Supervisor and direct care staff needed for newly opened program for developmentally disabled adults. Experience helpful, driver's license required. Excellent Benefits
Contact Jean at Step-By-Step 829-3477

RESTARAUNT
DISHWASHERS
PIZZA MAKERS
LINE COOKS
Full or Part time
Day & Night shift
Competitive starting rate
Apply :
The Dough Company
Kidder St., W-B
or Rt. 309, Dallas

Restaurant / Bar Operation
COOK MANAGER
Competitive salary. Send resume to: Box, 215, Drums, Pa. 18222

R V SALE EVENT

The 16th annual Heritage RV Open House, April 19-22. Big Discounts.
Special Financing, meet factory reps.
OVER 140 NEW AND PRE-ENJOYED RV'S ON SALE
Winnebago, Coachman, Shasta, Keystone, TRAVELMASTER
HERITAGE RV
Rt. 11, Bloomsburg
570-784-5388

Help Wanted 270

PROVIDER RELATIONS REPRESENTATIVE
Blue Cross of Northeastern PA, a progressive leader in the health insurance field, has an immediate opening for a Provider Relations Representative.
In this key role, the successful candidate will be the primary liaison for the Facility and Professional Provider Network. The Representative develops, maintains, and strengthens provider relations through servicing, educating and coordinating efforts to position the Plan and Provider to meet the demands and outcomes desired for establishing cost effective, enhanced relationships or strategic, innovative partnerships between the Plan and Provider Community.
To qualify you must have a Bachelor's degree in Health Care Administration, Business or related field plus a minimum of three years professional experience in a Provider Liaison role, or Practice Management Capacity or other related work experience. Effective oral and written communication skills and demonstrated public speaking, presentation and interpersonal skills required. Must have a working knowledge in PC applications including Word, Excel, Power Point and audio-visual equipment.
Our total compensation package rewards your expertise, supports our corporate vision/mission and reinforces our corporate values. here you will find an environment that recognizes your ability to make a difference. For consideration, please forward your resume, with salary requirements to:
Blue Cross
Attn: TL-0049,
19 N. Main St.,
Wilkes-Barre, PA 18711
Fax: (570) 200-6730
or e-mail:
Kim.Hogan@bcnepa.com
EOE M/F/D/V

RATE ANALYST
Blue Cross of Northeastern PA a progressive leader in the health insurance field, has an immediate opening for a Provider Relations Representative.
In this key role, the successful candidate will be the primary liaison for the Facility and Professional Provider Network. The Representative develops, maintains, and strengthens provider relations through servicing, educating and coordinating efforts to position the Plan and Provider to meet the demands and outcomes desired for establishing cost effective enhanced relationships or strategic, innovative partnerships between the Plan and Provider Community.
To qualify you must have a Bachelor's degree in Health Care Administration, Business or related field plus a minimum of three years professional experience in a Provider Liaison role, or Practice Management Capacity or other related work experience. Effective oral and written communication skills and demonstrated public speaking, presentation and interpersonal skills required. Must have a working knowledge in PC applications including Word, Excel, Power Point and Audio-Visual equipment.
Our total compensation package rewards your expertise, supports our corporate vision/mission and reinforces our corporate values. Here you will find an environment that recognizes your ability to make a difference. For consideration, please forward your resume with salary requirements to:
Blue Cross,
ATTN: TL-0049
19 N. Main St.
Wilkes-Barre, PA. 18711
fax 570-200-6730 or
Email to:
Kim.Hogan @bcnepa.com
EOE M/F/V/D

RESIDENTIAL SALES PROFESSIONAL
Triple A. Protection, the area's largest electronic security & fire detection systems firm is accepting resumes for a **RESIDENTIAL SALES PROFESSIONAL to service new & existing customers based within our Lackawanna, Luzerne, Wyoming & Susquehanna county sales territory.** We offer a protected sales territory, competitive salary plus commissions based compensation plan, complete benefits package including 401K, and a comprehensive training program. Applicants must possess well-developed communications and organizational skills and undergo a complete security background check. Please send a detailed resume to.
HR Administrator
Triple A Protection
23 Case Ave.
Wilkes-Barre, PA
18702
Fax: 570-970-6232
E-mail:
jobs@aaa.vectorsecurity.com
EOE

Help Wanted 270

Restaurant
COOK & DISHWASHER
FT/PT. Apply within The Stagecoach Inn, Rt. 309 Drums, south of W-B. or call 788-5158.

RESTAURANT
SANDWICH MAKERS
Days or evenings full or part time, Great place to work.
Apply in person:
BEER DELI
175 Welles St
Forty Fort

RETAIL PRODUCTION
7.AM to 3:30 PM
Tuesday through Saturday
$6.00 an hr.
If you are dependable and are looking for FT work. We have the job for you. Raise after training.
PAID HOLIDAYS
PAID SICK DAYS
PAID VACATION
Apply Community Family Services
102 Martz Manor
Plymouth, Pa.
779-4570

RN
Enjoy part of your summer with athletic , great kids at privately owned camp with well equipped facilities. Call International Gymnastics Camp
570-629-0244

RN
Part Time 3-11
Heritage House
80 E. Northampton St.
Wilkes-Barre
is seeking a part time RN for our 50 bed skilled nursing unit.
Also Seeking
CNAS
ALL SHIFT, PT/FT
Contact
Cherl Butry, RN, DON
826-1031
Div. of WVHCS EOE

SALES POSITIONS
Part time or Full time positions available.
Must be able to work some evenings and weekends.
Apply at the Rave Garden Center near you.

SALES STEP ONE
Become a member of a company, 29 years old, on New York Stock exchange providing legal assistance for less than a dollar/day
Call 570-696-1521

SALES STEP TWO
Start a home based business with the "Best Kept Secret in America" write off 100% of expenses.
Call 570-696-1521

SECURITY
Store detective, Retail stores. Wilkes Barre/Scranton/Poconc Region. Ft/PT. Exp. or CJ Degree preferred. Flexible hours. Competitive wages. Resume to:
P.O. Box 611
Pottstown, PA. 19464 or
fax to 610-327-1551

SERVICE OPPORTUNITIES
MotorWorld has immediate openings available for the following positions:
AUTOMOTIVE TECHNICIANS
SERVICE ADVISORS
All applicants must possess a valid PA Driver's License and a clear driving record. We offer competitive wages and an excellent benefits package. To schedule an interview, Call Sue at:
MotorWorld
150 MotorWorld Drive
Wilkes-Barre, PA. 18703
570-821-3754
E.O.E.

SETTLEMENT AGENT/PROCESSORS/SEARCHERS
We are currently experienced Title Processors and Settlement Agents for our Wilkes-Barre location. Candidate should have excellent communication skills; prior banking and title experience and be PC literate. Prior knowledge of on and off site settlements necessary for experienced Agent. Courthouse searchers will perform current owner searches in Lackawanna, Luzerne, Pike and Wayne counties. Interested candidates should contact via fax or mail resume with salary requirements to:
Human Resources
United One Resources, Inc.
P.O. Box 390
Wilkes-Barre, PA 18703
FAX: 570-824-7180
EMAIL:
tgardner@unitedoneresources.com

SHORT ORDER COOK
Evenings Apply in person:
Comfort Inn
1067 Wilkes-Barre Twp.
Rt. 309 Blackman St.

STAFF POSITIONS
Avail. at The CYC
Responsible individuals needed for the following positions: Assistant Program Director, Summer Camp Counselors and Summer Camp Aides. Stop by at 36 S. Washington St., Wilkes-Barre to apply.

SUBSTITUTE CUSTODIANS AND HOUSEKEEPERS
$6/hr. to work on an as needed basis. Apply Dallas School District, Administration Office, Conyngham Avenue, Dallas, PA. Deadline for applications is April 20, 2001.
Dallas School District is an equal opportunity employer

SUPERMARKET
Thomas' Family Market
SHAVERTOWN
Hiring now for several Part Time positions We have flexible hours and competitive wages.
♦ Front End Cashier
♦ Deli
♦ Full time meat cutter
Apply in person and ask for Sue or Mark at:
Thomas' Family Market
Back Mt. Shopping Center
Shavertown Pa.

Legals & Public Services 100

NOTICE
Notice Is Hereby Given, that Letter Testamentary have been granted to Stephen B. Killian in the Estate of Lottie M. Hartman, a/k/a Lottie Baluta Hartman, late of Shickshinny, Luzerne County, Pennsylvania, who died on March 16,2001. All persons indebted to said Estate are requested to make payment and those having claims or demands to present the same with out delay Stephen B Killian, Esquire, Silverblatt & Townend, 1400 Mellon Bank Center, Wilkes Barre, Pennsylvania.18701
STEPHEN B. KILLIAN, ESQUIRE
SILVERBLATT & TOWNEND
1400 Mellon Bank Center
Wilkes-Barre, PA 18701
(570)823-5181

NOTICE
NOTICE IS HEREBY GIVEN, that Letters Testamentary have been granted to Jan Olenginski in the Estate of Helen Krushka, also know as Helen R. Krushka, late of Nanticoke, Luzerne County, Pennsylvania, who died on March 4,2001. All persons indebted to said estate are requested to make payments and those having claims or demands to present the same without delay Jan Olenginski, Executor, c/o Stephen B. Killeen. Esquire. Silverblatt & Townend.1400 Mellon Bank Center, Wilkes-Barre, Pennsylvania,18701
STEPHEN B. KILLIAN, ESQUIRE
SILVERBLATT & TOWNEND
1400 Mellon Bank Center
Wilkes-Barre, PA 18701
(570)823-5181

NOTICE
NOTICE IS HEREBY GIVEN, that Letters Testamentary have been granted to Theresa Beshada in the Estate of Leonard Ruzieki, late of Nanticoke, Luzerne County, Pennsylvania, who died on February 18,2001. All persons indebted to said estate are requested to make payments and those having claims or demands to present the same without delay Theresa Reshada Executor, c/o Stephen B. Killeen. Esquire. Silverblatt & Townend.1400 Mellon Bank Center, Wilkes-Barre, Pennsylvania,18701
STEPHEN B. KILLIAN, ESQUIRE
SILVERBLATT & TOWNEND
1400 Mellon Bank Center
Wilkes-Barre, PA 18701
(570)823-5181

Attorney Services 200

A + BANKRUPTCY
FREE Consultation
Ch. 7, 11, 13 LOW RATES
283-1800 Atty. Hunter

Lost & Found 220

LOST: (2) dogs, Yellow lab, 2 yrs. old female silver choker collar on, Answers to Miranda, Black lab mix 9 mos. silver choker Answers to Chance Lost in the Exeter Twp. area Call 388-9931

Special Notices 240

Fraser Fir Transplant 3-3's Bundles of 500 .75¢ eac. 864-8595

FRUIT TREES
$7.50 EACH
Open Wed, Thurs, Fri, Sat
8am-6pm.
Noxen 570-298-2001

Special Notices 240

UP TO DATE SPORTS FINANCE STOCKS AND MORE!!!
1-900-438-4664 EX 8131
$2.99 PER MIN.
Must be 18yrs
ser-u (619) 645-8434

Help Wanted 270

ACCOUNTANT/INTERNAL AUDIT
to $45,000+
Fee paid. Degree in accounting plus 3+ years experience CPA firm or manufacturing firm with emphasis on inventory control/auditing. Excellent benefits, excellent growth potential National firm local position. Nancy Jackson 655-2322
NANCY Jackson Inc.
T/A
STAFF- MAKERS
employment agency
343 N. Washington Ave. Scr.

ADMINISTRATIVE ASSISTANT
EXCELLENt computer skills needed for professional office
Action Personnel Services
823-8836
The Service That Cares

AUTOMOTIVE SALES
We have immediate openings available for salespersons in our **NEW CAR Sales** department. Experience preferred but not required. We will train the right individual for the job. A valid PA Driver's License and clean driving record required. We offer competitive wages, a pleasant work environment and a complete benefit package. To schedule an interview call:
MotorWorld
150 MotorWorld Drive
Wilkes-Barre, PA 18703
1-800-437-8539 or
570-829-3500
E.O.E.

AUTOMOTIVE TECHNICIANS
NOW HIRING
HYUNDAI EXPERIENCE PREFERRED
Highest Wages Paid ♦ Family Paid Benefits ♦ Good Working Conditions ♦ Advancement ♦401K ♦Immediate Placements
Apply in person or call:
DICKSON CITY HYUNDAI
1519 Scranton Carbondale Hwy
Scranton, PA 18508
570-487-5000

AUTO PARTS
Now accepting applications for full time positions. We offer a competitive starting salary, Blue Cross, Blue Shield, 401K and more. Experience preferred but wil train the right person. Apply in person to:
A & A Auto Parts
Store nearest you.

BATHER/ PET GROOMER
Some experience
Chez Poochie
Call 674-2484

Help Wanted 270

BATH FITTER
"A nationally recognized remodler"
Needs 2 experience installers to install our exclusive tubliner system in residential homes we Offer
- Steady year round work
- Earning Potential 40-45K
- Truck and tools provided
- B/C – B/S – 401K
- Paid training

If you are an experienced remodler or carpenter looking for a career change call for an interview
1-800-840-5490

BEVERAGE
PART TIME
Immediate opening.
Evening & weekends require, heavy lifting. $6.50 hr. Call Mike 654-6811

BOOKKEEPING/ CLERICAL
Individual needed for record keeping, typing and some tax knowledge. 5 days / week. Stan Urbanski Homes, 379 S. Main St., Wilkes-Barre. 18702

CARPENTER / CARPENTER HELPER
Immed. openings with premier builder, new construction, Call 639-1167

CARPENTER HELPER & LABORER
Exp. in Remodeling
256-7567

CASE WORKER
Full Time/Part Time for social services agency working with children & families. Flexible Hours & casual atmosphere requires valid drives license & criminal & child abuse clearances. Bachelors degree with experience preferred. BSW a Plus send resume to:
PO box 1311
Wilkes-Barre, Pa 18703
by 4./24 EOE

CLEANING DOMESTIC HELP
Must have references and own transportation.
Respond to:
P.O. Box 120
Plymouth, PA 18651

CLEANING PERSON
Mature responsible person to clean my Dallas area home every other week. Must have references. for details, Call 675-1152 aft 6pm. Call 675-4435

CLEANING
Person Wanted
To Help with cleaning 1 hour a week. Fernbrook section of Dallas.
Call 675-3027

CLERICAL - PART TIME
Position requires 20 hours per week, Monday through Friday 9:00 am and 4:00 pm. Scheduling can be flexible. Knowledge of office protocol, computers and office equipment a plus. To arrange an interview Please call:
HNB Mortgage Center
38 N. Franklin St.
Wilkes Barre
at 826-1800.
EOE M/F/D/V

COOK
Part time. Exp. nec. Salary neg. Call 636-2204

DATA ENTRY
Various Positions available. Short term long term. Temp To Perm
Call Bobbi or Cindy
Action Personnel
823-8836
The Service That Cares!

DELIVERY DRIVERS
Matheson Transfers Growing Warehouse and Delivery Distribution Dept. has immediate opening for full-time delivery drivers.
Applicants should be able to lift over 50 lbs. have a clean driving record and be available to work Monday through Saturday.
Matheson offers an excellent salary and benefit package.
Interested applicants should apply in person.
Matheson Warehouse
157 Welles Street
Forty Fort, PA.

DELIVERY
The Times Leader is looking for a carrier for the ***Sweet Valley*** area.
Earn $800 to $1000/month.
(No Collections)
You must be dependable and you must have a reliable vehicle
Call Don at:
(570) 829-7269

DENTIST
Full time, Part time, or per diem dentist wanted for the Monroe-Noxen Health Center. Must have DMD or DDS, and PA State License. Competitive salary and incentives, excellent benefits, paid malpractice, and CE allowance. Send C.V. to:
Human Resources Coordinator
Rural Health Corp. of NE PA
1084 Route 315
Wilkes-Barre, PA
18702-7012
Fax (570) 825-8990
Phone (570) 825-8741
Ext. 222
EOE M/F/V/H AA

DIETARY MANAGER
Full time position for long term care facility in the Scranton Area. Must be certified with DMA. Long term care experience preferred. Excellent Benefit package and competitive salary.
Send resume to:
BOX 2829
TIMES♦LEADER
15 North Main Street
Wilkes-Barre, PA 18711-0250

DISHWASHER
Weekends.
Picketts Charge
Call 675-4511

DRIVER DELIVERY/WAREHOUSE
2-3 days per week
Rice's Food Equipment
Dallas Call 675-7423
Must apply in person