

Legals & Public Services 100

NOTICE

**NOTICE IS HEREBY GIVEN THAT LETTERS TESTAMENTARY** have been granted to Eugene Mitchell in the estate of Eleanor Miskiewicz, late of Wyoming, Luzerne County, Pennsylvania, who died on February 28, 2001. All persons indebted to said estate are requested to make payment and those having claims or demands to present the same without delay to Eugene Mitchell, Executor of the estate of Eleanor Miskiewicz, late of Wyoming, Luzerne County, Pennsylvania, who died on February 28, 2001, 1400 Mellon Bank Center Wilkes-Barre, PA 18701 (570) 823-5181

**STEPHEN B. KILLIAN, ESQUIRE SILVERBLATT & TOWNEND** 1400 Mellon Bank Center Wilkes-Barre, PA 18701 (570) 823-5181

**NOTICE IS HEREBY GIVEN THAT LETTERS TESTAMENTARY** have been granted to the estate of Edward L. Estock, late of Dallas, Luzerne County, Pennsylvania, who died on June 9, 2001. The Executor is Wilhelm Estock, 194 Main St., Dallas, PA 18612

All persons indebted to said estate are requested to make payment and those having claims or demands to present the same without delay to the named Executor in care of the undersigned Administrator, Kenneth F. Sedler, 494 Main Street Dallas, PA 18612

Attorney Services 200

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

Instructions & Training 210

**OSHA#500 TRAINER COURSE FOR THE CONSTRUCTION INDUSTRY** August 6-9, 2001 Course Location: Rocky Mt Wilkes-Barre, PA. Registration fee: \$625.00 Group rates available. Registration deadline: July 23 Call Ulreka Mitchell toll free at (800) 367-6724.

**Entertainment 255** OZZ FEST (2) tickets for July 21. \$150.00L. 639-7294

Employment Services 260

**SURFING A WORK** Positions posted daily russelli.net 570-821-5515

Help Wanted 270

**ADMINISTRATIVE ASSISTANT** Computer skills, 5 hrs. Company health benefits. Paid vacation & holidays. Call Frank 824-1418

**ASSISTANT MANAGERS** Needed. Must be reliable and have own transportation. Call or apply at Deeme 251 Wyoming Ave. Kingston, PA 288-6533

**AUTO BODY Production Industrial Painter** Needed. Auto quality painting required. Salary based monthly commission. Benefits included. 3rd shift, call for appointment. 675-1593 Russ. 7 to 3. Ask for Russ.

**AUTO SALESPERSON** Selling used cars. Please call 822-6644, ask for Jamie.

**BROKERS ASSISTANT** First Security Investments, Inc. a local full service brokerage firm. Is currently looking to expand their operations department team. The right candidate would be professional, responsible, organized and energetic. Candidate must possess computer shrewdness and be skilled in Microsoft Word & Excel. Database experience helpful. Candidate must possess customer service skills, good work ethic and a desire to become licensed in the securities industry. Send resume to: First Security Investments Attention: Jean Baun 303 Market St., 2nd floor, Kingston, PA 18704 email: baun@firstsecurityinvest.com or fax (570) 287-8400

**Burner Techs & Installers** Due to the growth of our company, World of Service Company is now accepting applications for burner technicians and installers. We will train you. Competitive wages, health and life insurance, profit sharing, 401k and more. Qualified applicants are encouraged to apply. Apply in person at: Monitor of Service Co. 800 Ker Street (800 block Exeter Ave) Exeter, PA

**CARE GIVERS** Needed immediately. All shifts available. To care for elderly in their home. Call 570-270-4567

**CERTIFIED SURGICAL TECHNICIAN** Part time ophthalmic scrub nurse for new ASC. Must be energetic. Send resume to: P.O. Box 3124 Wilkes-Barre, PA 18702 Attn: Lorenda

**CHOIR DIRECTOR/ORGANIST** Faith United Church of Christ Choirs include 1 Adult, 2 Children's/Chims. Send resume by 7-20-01 to: 21 Faith Dr. Hazleton, PA 18202

**CLEANING PERSON** Dallas area. FT evenings, 5:30-9:30. \$7.25/hr, to start. 825-9444

**COMMUNITY HOME WORKER** Full time position working with 3 developmentally disabled individuals in the Dallas area. Schedule hours are Monday thru Friday, 1:30pm to 9:30 pm. Valid drivers license is required. Education & experience is helpful. For information and/or application contact: Community Systems Inc. at 829-3671 E.O.E.

Help Wanted 270

**CLINICAL PHARMACIST** Department of Veterans Affairs Medical Center Wilkes-Barre, Pa The VA Medical Center, Wilkes-Barre, Pennsylvania, is currently recruiting for a full-time staff clinical pharmacist. Salary is commensurate with qualifications. Applicants must be a graduate of an accredited school of pharmacy and hold a degree of "Doctor of Pharmacy." Must have a current and unrestricted license. In addition to an attractive salary, we offer vacation/sick leave, health and life insurance coverage, and an attractive retirement package including a tax deferred savings plan. For application package and information, contact Human Resources at 570-821-7209. Applications will be accepted until July 14, 2001 EOE

**CNC LATHE OPERATORS** Chamberlain Manufacturing Corporation has openings for CNC Lathe Operators. Applicants must have the experience to run a lathe on numerically controlled (CNC) lathe machines. We are looking for self starters with the ability to contribute and learn. A degree from a vocational or technical school is a plus. Please send resume to: Louise Pawlowski Chamberlain Mfg. Corp. 156 Cedar Ave. Scranton, PA 18505 EOE M/F/H/V

**CUSTOMER SERVICE** I need to be ON THE EDGE... of something exciting and different... like RCN. Yeah, they have that unique Megaband Network that offers a full suite of communications service with fewer moving parts and lower maintenance costs. sounds like a brilliant idea to me. Hm... working with a really intelligent company that provides great salary and benefits. I think I'd better stop by their local office at their state-of-the-art facility, located on Rte 115 with easy access to all major highways. Oh, I love it when I'm smart.

**OPEN HOUSE** Wednesday, July 11th 2pm-7pm RCN-100 Baltimore Dr. East Mountain Corp. Center of Excellence Wilkes-Barre, PA Stop by and learn more about these and other rewarding career opportunities with RCN. \* CUSTOMER SERVICE REPS \* COLLECTION REPS \* TELESALES REPS \* ORDER ENTRY REPS \* CABLE MODEM TECH SUPPORT REPS

**RCN DELIVERY P/T DELIVERY OPPORTUNITIES MOTOR ROUTES** The Times Leader is looking for independent contractors for the following areas: ♦ Noxon ♦Tunkhannock/Lake Carey ♦ Hunlock Creek ♦ Kingston Township ♦ Exeter Township

**Earn \$800 to \$1500/month** ♦ Motor routes are tube delivery, no collections; routes vary from 40 miles per day to 80 miles per day. A reliable vehicle is a must. This is a limited opportunity!

**Call: John (570) 829-7145**

**DRIVERS - A JOB FOR YOU!** Drivers needed now! Exp'd call 1-800-0-958-2352. No experience? No problem! 14 day CDL to Down Financing. Lifetime Job Placement call today!! 1-888-645-8505

**DRIVERS** We are looking for a few courteous, responsible drivers for local work with dump, mixer and boom trucks, verifiable experience required. Competitive salary with full benefit package. Apply in person only. **Scranton Craftsmen, Inc. 930 Dunmore Street Troop, PA.**

**DRIVER/WAREHOUSE** Sutton Springs Bottled Water, Shavertown, needs a full time driver/warehouse worker for 6:30-3:00 hrs or nights. Must be reliable with good driving record. Lifting required. \$8/hr. Call Joe for appt. 696-2800

**HAIR STYLIST** Experienced. Call Lisa 696-3028

**HEAD HOUSEKEEPER** Starting \$9/hr Experience only HOUSEKEEPERS Positions available. Apply in person at the Wynfield Inn 307 Rt. 315 Pittston, PA 18640 670-654-3301

**HOTEL NIGHT AUDITOR** Weekends. Experience preferred. Competitive wages. Apply in person: Sun at Suiter's Rt. 315, Pittston

**INFORMATION SYSTEMS** See our ad under Help Desk **DIAMOND + TRIUMPH AUTO GLASS V AUTO GLASS** Equal Opportunity Employer

**LAWN MAINTENANCE** Cutting lawns & trimming shrubs full time. Wage dependant on exp. & drivers license. 331-2379

**LEGAL SECRETARY** Busy Law offices of Atty. Lisa Wekey. Heavy typing. Heavy filing. Minimum 10yrs. Exp. 654-3355

**LIVING SKILLS PART TIME POSITION** Help people become independent. Individual needed to supervise and teach adult daily living skills to adults with mental health disabilities. Applicants must be mature and reliable. \$7.75 per hour to start. Evenings & nights, and weekends. Nanticoke Area. Call Laurie at 735-1554 between 11:00am and 9:00 am to 4:00 pm Monday through Friday

**LOT PERSON** Must have valid PA Drivers license. Primary duties include cleaning vehicles for delivery. Must be reliable & dependable. We offer health, dental, vision coverage, & paid vacation. Pleasant working environment. **Apply in person: SUN AUTO GROUP** Wilkes-Barre, PA 18706 Moosic, PA.

**PHLEBOTOMIST** Part time Call 655-9107

**Production/Warehouse** Needed immediately for 1st-2nd shifts. **Call 297-6543** Wilkes-Barre Staffing Svcs. E.O.E.

**RECEPTIONIST** Good communication skills. Pleasant personality. 40 hrs/wk. Excellent benefit package. Apply in person: Nardone Bros. Baking Co. 420 New Center Rd. Hanover Hill Park Wilkes-Barre, PA 18706 E.O.E.

**REGISTERED NURSES** FT. assist with providing resident activities. **Dorrence Manor 615 Wyoming Ave Kingston, PA 18704 PH: (570) 288-5496 FAX: (570) 288-8335 E.O.E.**

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Help Wanted 270

**DRIVER / WAREHOUSE WORKER** Must have CDL Class B HazMat license, apply in person: Exide Technologies 4955 Birney Ave. Moosic, PA

**ELECTRONICS TECHNICIAN** Pennsylvania's premier music store in Williamsport has a full time position for an Electronics Technician in our Service Department. We are looking for people who have a degree or certificate in Electronics Technology. A background in consumer electronics would be a plus. A valid PA driver's license is required along with a willingness to work overtime as needed. We offer a competitive benefits package. If you feel that you can contribute to the success of our service center, please stop at our store at 21 Mulberry Street, Williamsport, Pa for an application.

**ENGINEER-DRAFTING** A Local construction firm has an opening for a Drafting Engineer with at least a Bachelor's Degree. We are seeking an individual who will be involved in structural analysis and architectural design-and who has AutoCAD experience. This opening is due to expansion of business with career potential to project management. We offer a competitive wage and benefits package. Interested applicants please forward your resume and salary requirements to Human Resources Director. BOX 2964 Times Leader 15 North Main Street Wilkes-Barre, PA 18711-0250

**FABRICATOR/INSTALLER** Mesko Glass is looking for full time fabricators or installers to work in our aluminum fabricator shop & field locations. Experience in welding, reading of blueprints or machine shop environment a plus. The ideal candidate will be dependable with a valid PA driver's license. We offer a competitive wage and benefits package, dental, vision short term disability, 401k and profit sharing. Interested individuals may apply at Mesko Glass, 100 Glendale Road, Avoca, Pa (Route 502)

**FOOD PRODUCTION ASSEMBLERS** Our business is continuing to grow. Applications are being accepted for FT positions for reliable individuals who will work 57/hr; 2nd shift \$7.25 / hr. PLUS a weekly additional \$.25/hr perfect attendance incentive bonus. Avail. benefit pkg includes AD & D, dental, disability, health, life, vision, 401k, sick days & vacation. Apply in person, Tues - Fri, 9am-2pm ONLY. NO TELEPHONE CALLS Preferred Mail Systems 4135 Birney Ave. Moosic, Pa. M/F/H/V EOE

**FORKLIFT OPERATORS** 20 Forklift Operators. Are you Certified? Can you work 12hr shifts 3 days wk, alt. Saturdays? Do you have dependable transportation to Tunkhannock?

**! spherion. Has IMMEDIATE Openings at a "New" Distribution Center TODAY! 283 0433**

**FOSTER PARENTS** Willing to work with medically needy infants and children. On-going training provided by the Institute for Family Care. 288-9386 for more information. EOE

**Front line Dispatcher/Operations Supervisor** LOCAL TRUCKING CO. Carrier seeking a highly motivated individual to head all areas of our operations. Person must have experience and good communication skills. DOT background a plus. Send resume in confidence to: BOX 2957 Times Leader 15 North Main Street Wilkes-Barre, PA 18711-0250

**GROWING BUSINESS NEEDS HELP!** Work from anywhere. Mail-order/E-commerce \$525/week FT. \$1000-\$4000/week FT. training provided. Free information www.yourdreamscome true.com (800) 686-7892

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Help Wanted 270

**GOVERNMENT SALES COORDINATOR** Benco Dental Company, the nation's largest independent distributor of dental supplies and equipment, seeking a Sales Coordinator. We are seeking conscientious, detail-oriented individuals to market vision products and services to the government primarily via telephone. The successful candidate will effectively generate contracts, purchase agreements, and prime vendor program with the government, providing a marketing platform for Benco's supplies and services. Position requirements include the ability to communicate effectively with government customer service, telephone and computer skills. Two years experience selling to the government preferred.

We offer a compensation package, including a flexible benefits program with five health insurance options, dental vision, short/long term disability, life insurance, vacation/personal time, profit sharing, 401k retirement plan.

If this sounds like your type of work environment, we would like to hear from you. Please forward resume/letter of interest or complete an application in person at: **BENCO DENTAL COMPANY Human Resources Department 11 Bear Creek Blvd. Wilkes-Barre, PA 18702 E-mail: HRes@EMLbenco.com Fax: (570) 820-3445** Affirmative Action Employer M/F/D/V

**KEYSTONE COLLEGE** Director of Human Resources **Keystone College One College Green La Plume, PA 18440 EOE M/F/D/V**

**LOCAL ACCOUNT MANAGER** Keystone Coca-Cola is the undisputed leader in the soft drink industry. We offer an immediate opening for a Local Account Manager. We are seeking a highly motivated energetic individual responsible for selling and merchandising the Coca-Cola product line. The successful candidate should have previous sales experience with MS Access, HTML, Java, Windows 95/98/NT 2000, Internet browsers information data, excellent oral communication skills. Strong web development, teaching, training, and communication skills. MLS preferred. Please send letter of application, resume and names, addresses, & telephone numbers of three professional references by July 16, 2001.

**Mary R. Dower Director of Human Resources Keystone College One College Green La Plume, PA 18440 EOE M/F/D/V**

**PLANT MANAGERS** Come Grow With Us! Highly computerized plastic laminate/woodworking factory. No exp. needed. Computer literate Plant Manager. Must have solid experience, be able to schedule and plan production, as well as establish training programs for new workers. Must be able to handle personnel issues. Background in plastic laminate work is essential.

**EDGEBOARD OPERATOR** We offer: • Excellent wage rate • Company paid employee health insurance • 401(k) pension plan • Company paid holidays • Liberal vacation schedules • Must apply in person, mornings only at: Modern Plastics Corp. 152 Horton Street Wilkes-Barre

**PLANT OPERATIONS** Full time position. Mid night-8:00am. Healthcare facility, looking for reliable individual for the right position. Excellent salary and benefits for the right person. Serious inquiries only. Apply in person at: **Westmoreland Club 59 S. Franklin Street Wilkes Barre, PA**

**SOUS CHEF** Strong a la carte and banquet background. Must. Excellent salary and benefits for the right person. Serious inquiries only. Apply in person at: **Westmoreland Club 59 S. Franklin Street Wilkes Barre, PA**

**STAFF ACCOUNTANT** This accounting position has the following duties: • Staff Supervisor • General Ledger Maint. • Maint. with month end financial closings • Quarterly financial statement prep • Coordinating Activities with financial auditors • Quarterly Annual over audit and payroll tax returns

Should have knowledge of PA taxes and the ability to work with a mainframe accounting software. Fax or mail resume to: 570-654-8382 Human Resources Dept. **TRL Inc.** 130 Armstrong Rd. Pittston, PA 18640

**TELEMARKETERS WANTED** Come join our team work part time days or evenings & earn full time. Pleasant work environment. Daily & nightly incentives. No sales, no experience necessary. Why wait? Call now. 208-1992

**WAREHOUSE ASSISTANT** The Times Leader is looking for individuals to assist with our home delivery operation. We have immediate opening in our Luzerne warehouse. Duties include: ✓ Sorting and distributing daily paperwork for our carrier force ✓ Distribution of papers to our carriers ✓ Cleaning up the warehouse

You must like dealing with people. Early morning and weekend hours (2:00am to 6:00am, 5 days/week). Great supplemental income. **Call Joyce 829-7124**

**Statewide Classifieds 282** **\$0 DOWN HOMES** Gov't & bank foreclosures Low or no down. O.K. Credit for listing now 800-501-1777 ext 1293

**MOSES TAYLOR HOSPITAL HUMAN RESOURCES** 700 QUINCY AVE SCRANTON, PA 18510 (570) 340-2027 PHONE (570) 340-2742 FAX

Moses Taylor Hospital is a drug-free workplace. E.O.E. M/F/H/V

**RESOURCE DEVELOPMENT COORDINATOR** Non-profit organization seeking individual able to work independently to develop and implement six county area (Lackawanna, Luzerne, Susquehanna, Wayne, Wyoming & Pike) information & referral. 20 hrs per week, own transportation necessary; virtual office. Send resume & salary requirements to: 7 Benjamin Pkwy. 6th Floor, Philadelphia, PA 19103 fax (610) 523-9190 or e-mail: estepa@sepa.org.

**BECOME AN IDEAL GIFTS ADVISOR.** Also openings for party Plan Managers! Free Catalog - Home decor, Toys, Christmas, Earm Cash, Trip & Recognition. Info 1-800-488-4875

**SERVERS/ HOSTESS/HOST** Flexible Hours Apply in Person **TRIPLE B STEAK AND MORE RTE 309, DALLAS**

**RESTAURANT HELP WANTED** Flexible Hours Apply in Person **TRIPLE B STEAK AND MORE RTE 309 DALLAS**

**OPERATORS (Production)** CCL Container is a leading manufacturer of collapsible plastic tubes. We are currently seeking production line operators for our start-up plant in Wilkes-Barre, Pa. Qualified applicants will have a generalist background and the ability to learn operation procedures for our production lines. You must be able to set-up and maintain production equipment. A background in scheduling or plastics is a definite plus. This exciting new operation will only grow larger in the future, get in on the ground floor now! In addition to a challenging opportunity, we offer preferred wages and an excellent Benefits Package including a 401(k) plan. Send resume to: CCL Container 1 Laseley Ave. Wilkes-Barre PA 18706 Attention: JAMES VALERI

**PLANT MANAGERS** Come Grow With Us! Highly computerized plastic laminate/woodworking factory. No exp. needed. Computer literate Plant Manager. Must have solid experience, be able to schedule and plan production, as