

### MANAGEMENT BRANCH MANAGER

Ferrellgas is a nationwide propane company, serving customers through local Districts. We are seeking a hands-on manager for our Lehman, PA location.


Responsibilities include:

- growing the business by implementing marketing & sales programs & promoting company image through superior customer service;
- leading & managing an operations & administrative team;
- managing the P & L for the branch, to include developing a business plan and budget.

The successful candidate will have 3+ years of progressive management experience in marketing, sales & operations; have outstanding communication skills; & meet applicable DOT requirements. College degree preferred.

We offer a competitive salary, excellent benefits package, Employee Stock Ownership Plan & bonus plan. Interested candidates should forward their resume & salary requirements via e-mail to: [resumes@ferrellgas.com](mailto:resumes@ferrellgas.com) or mail to:

**Ferrellgas**  
EMPLOYEE OWNERS  
Box DP-154, One Liberty, Liberty, MO 64068  
Fax (816) 792-7802  
EOE/AAP/M/F/D/V -- [www.ferrellgas.com](http://www.ferrellgas.com)



### SET CREW PERSONNEL

#### MODULAR MANUFACTURER

- Set Crew Experience a Plus
- Carpentry Experience required
- Excellent Salary Opportunities
- Travel required
- Company Transportation
- Will train if necessary

Contact Keith Thompson  
Sun Building Systems  
9 Stauffer Industrial Park  
Taylor, PA 18517  
Phone (570) 562-0110

### CDL CLASS A DRIVER NEEDED

For N.E. regional & Fl., Tex, OH etc. Well establish area company. Good pay, paid health benefits, 401K, etc.

Call 1-800-292-2539 ext. 259

### CONSTRUCTION INSPECTORS

Roadway & Bridge inspection projects & material plants. Exp. on PennDOT proj. preferred, CE grads, NICET, NECEPT, BOCA, ACI, CDS desired. No Exp? we will train. Established consulting firm w/excellent benefits. Send resume to McTish, Kunkel & Assoc. 2402 Sunshine Rd. Allentown, PA 18103, or email in ASCII text format to: [jobs@mcTish.com](mailto:jobs@mcTish.com) AA/EOE/M/F/N/H

### BEHAVIORAL SPECIALIST

#### CARBON LEHIGH INTERMEDIATE UNIT

an educational agency school districts in Lehigh and Carbon Counties

Please contact us for an application for the position of Behavioral Specialist. Desired applicants should possess a Master's Degree in Mental Health, with documented training in Applied Behavior Analysis and must have experience working with autistic and/or pervasive developmentally delayed children. To receive an application packet call 610-769-1203.

### CHILD CARE POSITIONS

Teacher and Aid Needed Immediately.

Apply at:

**CYC**  
36 South Washington Street  
Wilkes-Barre

### SPEECH THERAPIST

LST position for first semester 2001-02 school yr. Send standard PA app., resume, cover letter & copies of cert., transcripts, evals., three recomm letters to:

Mr. Stephen Brodmerckell  
Asst. Supt.  
Stroudsburg Area SD  
123 Linden St.  
Stroudsburg, PA 18360  
EOE

### SECRETARY/CLERICAL

We have a long term assignment with an excellent company in the Mehoopany area. The qualified candidate will have experience with Word & Excel, transcription and use of a dictaphone and excellent communication skills. Working hours are 7-4:30. Pay commensurate with experience.

Applications accepted Mon.-Thurs. from 9am-3pm. Please bring 2 forms of ID.

**ADECCO**  
32 E. Union Street Career Link  
Wilkes Barre, PA  
(570)823-1211

**Adecco**  
THE EMPLOYMENT PEOPLE

### ACTIVITIES AID

Part time evenings, flexible schedule. Must be energetic.

Call 655-3791

### Highland Manor Nursing Home

750 Schooley Ave.,  
Exeter, PA  
655-3791 or  
fax 655-4881

### A NEW STABLE CAREER "HEALTH CARE"

HCR Manor Care can offer you a new beginning in the healthcare field.

Sign up now for the paid Nurse Aide Training Class beginning August 15, 2001.

Classes will run 7am- 3:30 pm for 13 days. After completion of class you will work the shift of your choice:

7-3 PT \* 3-11 FT/PT \* 11-7 FT/PT

If interested, apply in person Monday - Friday, 9am-5pm or call 288-9315

HCR ManorCare Health Services  
200 Second Ave., Kingston, PA 18704  
E.O.E.



### Growing Modular Home Manufacturer Is now hiring:

- Engineering Department
- Experience in Modular Construction and House framing
- Experience in AutoCAD
- Full Time Position
- Excellent wages with benefits

Fax resume or letter of interest to:  
(570) 562-0737  
Or apply at:  
Sun Building Systems, Inc.  
#9 Stauffer Industrial Park  
Taylor, PA 18517



### LOVE WHAT YOU DO

### JOIN OUR ACTIVITY TEAM

If you are an energetic, creative person with good interpersonal and communication skills, join our activity team. Positions available are:

**FACILITY FT ACTIVITY DIRECTOR**  
**FT LEAD ACTIVITY ASST / PT ACTIVITY ASST.**  
Evening shift, for the Alzheimer's Unit

If interested, fax resume with salary requirements to 570-288-8081 or call 570-288-9315 for interview appointment.  
HCR ManorCare Health Services  
200 Second Ave., Kingston, PA 18704  
E.O.E.

### LABOR/ MAINTENANCE

Needed to start immediately. General labor work and light maintenance. Must be able to drive manual transmission. Transportation a must. Pay will commensurate with experience.

Call Dave at  
570-760-4025

### MANAGER TRAINEE

National Consumer Finance Company is seeking Manager Trainees in the Wilkes-Barre and Scranton areas. Positions will lead to Branch Manager openings.

Responsibilities include, but are not limited to, all aspects of branch operations such as Sales, Customer Service and Collections. BS in business/finance or related discipline is helpful but not necessary.

Trainee positions will start between \$20,000 - \$21,000 per year with an excellent benefit package. Manager Trainees go through an extensive training program which will prepare them for advancement to Branch Management and possible relocation. Applications are accepted Monday- Thursday from 9AM - 3PM.

**ADECCO**  
32 E. Union Street  
Career Link  
Wilkes Barre, PA  
(570)823-1211

**Adecco**  
THE EMPLOYMENT PEOPLE

### MATH TEACHERS

FT positions beginning 2001-02 school yr. Send standard PA app., resume, cover letter & copies of cert., transcripts, clearances, tchg / student tchg evals., three recomm to:

Mr. Stephen Brodmerckell  
Asst. Supt.  
Stroudsburg Area SD  
123 Linden St.  
Stroudsburg, PA 18360  
EOE

### CLERICAL

We are recruiting candidates who have the following skills:

- MS Word
- MS Excel
- Word Perfect
- Reception/Switchboard
- Data Entry

Applications are accepted Mon. - Thurs. from 9am to 3pm. Please bring 2 forms of ID and a resume.

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32 E. Union Street, Career Link  
Wilkes Barre, PA  
(570)823-1211

**Adecco**  
THE EMPLOYMENT PEOPLE


### CLERICAL

We have long term possible temp to hire position available in the Kingston area. Knowledge of Word Perfect a must. Excellent clerical skills.

Applications accepted Mon.- Thurs. from 9am-3pm. Please bring 2 forms of ID and a resume.

**ADECCO**  
32 E. Union Street  
Career Link  
Wilkes Barre, PA  
(570)823-1211

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THE EMPLOYMENT PEOPLE



### GRAPHIC DESIGNER

Keystone Automotive Operations Inc., the world's largest wholesaler/marketer of automotive aftermarket accessories, has several openings within our expanding in-house Market Design Group for graphic artists. Successful candidates should possess a 2-year degree and an interest in page production. Proficiency on a PC platform with skills in PageMaker, Corel Draw, Illustrator, and Photo Shop are required. Knowledge of other programs a plus. Portfolio will be necessary at time of interview.

Keystone offers a competitive salary and complete benefits package. Interested applicants may send resume to:

**Keystone Automotive Operations, Inc.**  
Attn: Human Resources  
44 Tunkhannock Avenue  
Exeter, PA. 18643  
Email: [srosar@key-stone.com](mailto:srosar@key-stone.com)  
Fax: (570) 655-8115 EOE

### MACHINE MECHANIC

Structural Reinforcement Products, Inc. is seeking an experienced factory mechanic. Duties will include maintaining / troubleshooting various machines within our plant, general factory repairs, workshop duties, and planned maintenance procedures. Applicants should possess workshop machining and welding experience. Electrical experience a plus. Must have reliable transportation and be available to work any shift. Qualified applicants can complete an application at our facility or submit a resume to:

Structural Reinforcements Products, Inc.  
Attn: Human Resources  
400-A Forest Road  
Humboldt Industrial Park  
Hazleton, PA 18202

### OPERATORS WANTED

**LAKE PAPER PRODUCTS**  
FULL TIME POSITIONS  
FIRST AND SECOND SHIFTS  
CONSISTENT HOURS  
BRAND NEW, CLEAN FACILITY  
HEALTH AND LIFE INSURANCE  
PAID HOLIDAYS  
PLEASE CALL 836-8815  
MON.-FRI. 8:00 TO 4:30

### ROADWORKER

Kingston Township is seeking applicants for the position of Road Worker with the Kingston Township Public Works Department. Applicants must have a valid Pennsylvania Commercial drivers License (CDL) Class B with air brake certification. Class A is preferred, but not required. Applicants must also be eighteen(18) years of age and have a high school diploma or equivalent. Proper experience in road maintenance, vehicle repairs, or heavy equipment operation is very helpful. Knowledge or experience in operating a backhoe, wheel loader, paving machine, and snow plowing equipment is very helpful.

Kingston Township residency is required thirty six (36) months of hire. Applicants must also demonstrate ability to comply with the essential job functions as listed in the position description.

Application forms and position descriptions are available at the Township Managers Office, 180 East Center Street, Shavertown, PA 18708. Completed application forms must be returned to this address no later than 4:30 p.m., Friday, August 24, 2001.

Kingston Township offers a competitive salary schedule and an excellent benefits package. Kingston Township is an EEO and ADA employer

### COOKS AND UTILITY

Full and part time  
All shifts avail.  
Will train. Exc. starting salary.

Apply in person:

**Mark II Family Restaurant**  
Rte. 11 Edwardsville  
or Memorial Hwy Dallas  
Kidder St., Wilkes-Barre

### CUSTODIAN

Kingston Township is seeking applicants for the position of Custodian. Salary is negotiable depending on qualifications.

This position is full-time with flexibility in work hours and a benefit package.

High School diploma and previous experience is preferred, but not required. U.S. Citizenship, good medical condition, and a valid PA drivers license are required.

Township residency is required within three years of hire.

Application forms are available at the Kingston Township Municipal Building, 180 East Center Street, Shavertown, PA 18708. Monday through Friday, 8:30 a.m. to 4:30 p.m.

Application deadline is August 17, 2001.

Kingston Township is an equal opportunity employer

### CUSTOMER SERVICE

Established Co. seeking CSR to process orders via phone, fax, and mail. Exc. phone skills req. 8:30-5:00pm or 9:30-6:00pm avail. Hlth benefits, 401, pd. vac.

Send cover letter w/ salary req. & resume to:  
Dept. SL, POB 7600,  
W-B, PA 18773-7600.

### CUSTOMER SERVICE- INBOUND

Rapidly expanding locally based automotive warranty company is seeking reliable individuals for immediate openings in our Claims Department. Positions are full-time working Monday through Friday, 8:30am to 5:00pm at our headquarters facility in Avoca. Salary plus benefits including paid health insurance, paid vacation, and 401k. For immediate consideration, please fax or mail resume and salary requirements to:

**The Guardian Warranty Corp.**  
Attn: Human Resource  
PO Box 68, Avoca, PA 18641  
Fax (570) 414-7883 email: [guard7883@aol.com](mailto:guard7883@aol.com)  
Apply in person at:  
407 McAlpine St. Avoca, PA 18641  
EOE.

### CUSTOMER SERVICE REPS

Do you like baking, recipes, and snacks? Do you like talking about snacks? Adecco has a great opportunity for you. Beginning 9/10/01 we will be staffing a confection & snacks division of a major company. Full and part time positions available with flexible schedules. Permanent possibilities. Applications accepted Mon. - Thurs. from 9am - 3pm. Please bring 2 forms of ID.

**ADECCO**  
32 E. Union Street  
Career Link  
Wilkes Barre, PA  
(570)823-1211

**Adecco**  
THE EMPLOYMENT PEOPLE

### DELIVERY

Dominos pizza in Dallas & Plains now hiring

**F/T & P/T**

**F/T \$10-\$12**  
**40+ hrs. week**

**PT \$200 in only 2 dys**

Dallas location Days Shift Driver  
11am-5pm Mon-Fri

**Stop In For Immediate Interviews**  
550 memorial hwy  
Plains Plaza After 5pm.

### PRODUCTION WORKER

Local power roller manufacturer has immediate opening for reliable and responsible individual. Applicant must possess manufacturing and assembly experience with a good work history. High school diploma preferred. Wages commensurate with experience. Qualified applicants can apply in person at:

**ITOH DENKI USA, INC.**  
135 Stewart Road  
Hanover Industrial Estates  
Wilkes-Barre, PA 18706  
No phone calls please!

### FACTORY WORKER

Wanted for mfg. company. Located in the Back Mountain area. Candidate must be prepared to join existing shift working teams on a rotating 12 hour shift schedule. Although no essential, previous mfg. experience would be preferred. Pre-employment medical examination / drug screening will be required. Send resume to:

BOX 2990  
Times Leader  
15 N. Main St., Wilkes-Barre, PA 18711

### DELIVERY- PART TIME

The Times Leader is looking for independent contractors for carrier routes in the following areas:

- Shavertown
- Trucksville
- Dallas
- Tunkhannock

**Earn up to \$1000/month, plus tips**

Early morning hours, 7 days/week. We guarantee doorstep delivery or wherever the customer wants it. You must be dependable and you must have a reliable vehicle.

**\$250.00 Sign-On Bonus**  
(after 90 days)

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

### DENTAL ASSISTANT

Are you looking for a part time position that allows you to use all of your skills with room for advancement? Our Busy rapidly expanding office needs a new dental assistant and you may be the person we are looking for.

X-Ray certification required.  
Send resume to:

**John R. Spagnuolo DMD**  
189 S. River Street  
Plains, Pa. 18705  
Attn Cyndi

### DEPARTMENT OF VETERANS AFFAIRS SEEKS GYNECOLOGICAL SERVICES CONTRACTOR

Department of Veterans Affairs Medical Center, Wilkes-Barre, Pennsylvania is seeking proposals to provide comprehensive Gynecological Services during the period to commence on/about October 1, 2001 through September 30, 2002. At the option of the Government, the right is reserved for four (4) one year renewal options.

It is preferable that services can be provided at the contractor's site (within a 20 mile radius of Wilkes-Barre). Contractor must be credentialed and privileged by this agency prior to the commencement of the contract for services provided at this agency.

Request for Request For Proposal (RFP) 693-15-01 must be in writing (facsimile or e-mail requests will be honored).

Solicitation document will be issued to interested offerors on August 13, 2001. Offers are due no later than 2 p.m., September 5, 2001. Contact Robert D. Rizzardi, Acquisition Program Manager (138am), Department of Veterans Affairs Medical Center, 1111 East End Boulevard, Wilkes-Barre, Pennsylvania 18711 via mail, facsimile (570-821-7277) or e-mail [Robert.Rizzardi@med.va.gov](mailto:Robert.Rizzardi@med.va.gov) if interested.

### DEPARTMENT OF VETERANS MEDICAL CENTER WILKES-BARRE, PENNSYLVANIA PHARMACIST

The VA Medical Center, Wilkes-Barre, Pennsylvania, is currently recruiting for a full time Staff Pharmacist. Incumbent will work a rotation of days/evenings/weekends and holidays.

Salary is commensurate with qualifications. Applicant must be a graduate of an accredited school of Pharmacy and 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 570-824-3521 x 7317. Applications will be accepted until August 18, 2001. However, application received after that date may be used for additional vacancies.

An Equal Opportunity Employer

### DRIVERS EARN \$10. - \$12. / .HR.

Benefits available for Full time.  
Call or apply in person.

**Parcheesi's Pizza**  
206 Wilkes Barre Township Blvd.  
Wilkes Barre Twp. Pa.  
819-1919



Experienced Drivers  
1-800-958-2353  
You Can Be...

**Trained & Employed In JUST 4 Days!!!**

**\$35,000 - \$40,000 First Year!**

Full Benefits - Tuition Reimbursement if Qualified - Housing & Transportation Available  
PERMANENT JOB PLACEMENT

**TOLL FREE 1-888-645-8505**

### SETTLEMENT AGENTS/PROCESSORS

We currently have an opportunity in our Wilkes-Barre location for an ambitious person looking for a rewarding full-time position as a Settlement Agent. 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. Interested candidates should contact via fax or mail resume with salary requirements to:

**Human Resources**  
**United One Resources**  
PO Box 390  
Wilkes-Barre, PA. 18703  
FAX: 570-824-7180  
EMAIL:  
[lgardner@unitedoneresources.com](mailto:lgardner@unitedoneresources.com)