

CALL CENTER MANAGER
Local Call Center seeks Call Center Manager to coordinate, plan and manage all Client Service Operations. Responsibilities will include the supervision of specialist team leaders, support staff and the planning, implementation and measurement of multi industry queues. Other requirements include but are not limited to recruitment of staff, department design, necessary training, management reporting and staffing of center.

Successful candidate should possess 5-7 years Call Center Management experience as well as proven analytical and communication skills. Individual must also demonstrate motivational, planning and problem solving abilities. PBX, CD and call center reporting package experience a must. Experience with a 24/7 environment a plus.

Please submit in confidence resume and salary requirements to:

**BOX 3118
TIMES LEADER
15 North Main Street
Wilkes-Barre, PA 18711-0250**

CASEWORKER
Part-time caseworker wanted for foster care agency. Must have degree in human services. Experience working with children & families preferred.

Fax resume to 288-9112 or mail to:

The Institute for Human Resources & Services
250 Pierce St., Suite 301
Kingston 18704
EOE

PHYSICAL THERAPIST
Due to expansion, we have an immediate opening for F/T staff position in an Outpatient setting. Candidates must have valid, professional license in PA. Outpatient experience preferred. Competitive salary/benefits package. Send resume in confidence to:

**BOX 3130
TIMES LEADER
15 North Main Street
Wilkes-Barre, PA 18711
EOE**

SALES
Corporation seeking aggressive experienced, self motivated, sales people w knowledge of greater W-B area. Highly competitive salary or compensation plan + company car. Fax resume to

CALL
610-366-7253

Build YOUR CAREER While Helping Others ADVANCE Theirs

PROFESSIONAL TELEPHONE AGENTS
Be a professional, talking to other professionals. Gain valuable business experience while helping others to reach their academic or career goals. Depending on the person you're talking to, you will introduce and/or sell either academic products and services to educators and students, or publications and other materials of interest to professionals in a wide range of fields. You will gain experience with financial contact, distribution services and marketing of educational programs.

Ideal candidate for these positions will possess excellent telephone and communication skills, the ability to work independently, lots of energy and a sincere desire to succeed.

\$8.50 an hour to start with an opportunity to earn \$10.00 and more after six months. Opportunity for \$10 within first year.

Plus these outstanding benefits

- Comprehensive Training
- Paid Vacation, Sick, Holidays & Personal days
- Liberal Harcourt Program Discounts
- 401(k) Retirement plan
- Excellent Medical, Dental, Vision Plans
- Tuition Reimbursement

Harcourt Learning Direct now a Thomson company, is the world's largest accredited provider of off-site career Training and Degree Programs. We are among the Thomson family of companies, a leading international publisher of educational content for Post Secondary and professional markets.

For consideration call (570-961-4838) weekdays 9:00am to 9:00pm or feel free to stop by any weekday between 9:00a.m and 5:00 p.m.

Harcourt Learning Direct
A Thomson Company

925 Oak Street
Scranton, Pa 18515

EOE/AA M/F/D/V

PET SUPPLIES "PLUS" IS EXPANDING!!!
We are looking for:

STORE MANAGERS ASSISTANT STORE MANAGERS

If you have retail pet industry, grocery store or discount store experience and would like to join our growing team, please send resume to the following:

**1027 S. Abington Rd.
Clarks Summit, Pa 18411
fax#570-586-6493
email:pspnepa@epix.net**

CLEANING/OUTDOORS
Motivated individual with mechanical background for equipment operation in city enhancement program.

**TRAINING PROVIDED
800-408-5222**

Legals & Public Services 100
Legals & Public Services 100

NOTICE
The Kingston Township Planning Commission will conduct a public hearing on November 1, 2001 at 7 p.m. in the Kingston Township Municipal Building, 180 East Center Street, Shavertown, PA 18708.

Item 1- Zoning Application No. 01-113 of Scott Ciravola RR Box 278 Dallas, PA 18612 to amend the Kingston Township Zoning Map. The amendment would rezone the property located at 106 S. Lehigh Street known as the Westmoreland Elementary School of the Dallas Area School District (PIN-F55-2-2). The property is presently located in a Single Family Residential District (R-1). The immediate use of the property would be for professional offices.

The Application may be examined in the office of the Zoning Officer during regular business hours.

Physically challenged individuals in need of special assistance to attend public meetings may contact the Kingston Township Municipal Office at 696-3809, in advance of the meeting, to make special arrangements.

FOR THE KINGSTON TOWNSHIP PLANNING COMMISSION
Benjamin W. Gorey
Zoning Officer

ESTATE NOTICE
NOTICE IS HEREBY GIVEN that LETTERS OF ADMINISTRATION have been granted to James A. Schneider, in the Estate of WILLIAM D. BROWN, Deceased, late of the City of Hazleton, Luzerne County, PA, who died on April 21, 2001. All persons indebted to said estate make payment and those having claims present the same without delay to the Administrator or to:

William J. Schneider, ESQ
439 West Broad Street
Hazleton, PA 18201

LETTERS TESTAMENTARY
NOTICE IS HEREBY GIVEN that Letters Testamentary have been granted to Nancy Chalker and Leah Dean, Co-Executrices in the Estate of Edith M. Duncan, late of Nanticoke, Luzerne County, Pennsylvania, who died September 12, 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 Nancy Chalker and Leah Dean, Co-Executrices, c/o Stephen B. Killian, Esquire, 345 Pierce Street, Kingston, Pennsylvania, 18704.

NOTICE
NOTICE IS HEREBY GIVEN, that Articles of Incorporation were filed with and approved by the Department of State of the Commonwealth of Pennsylvania on the 24th day of September 2001, for the purpose of obtaining a Certificate of Incorporation pursuant to the provisions of the Business Corporation Law of 1988, Act December 21, 1998, P.L. 1444, No. 171 for

NATIONAL CYLINDER SERVICES

The purpose of the corporation shall be to have the unlimited power to engage in and to do any lawful act concerning any or all lawful business for which corporations may be incorporated under the Pennsylvania Business Corporation Law.

STEPHEN B. KILLIAN, ESQUIRE
345 Pierce St
Kingston, PA 18704
(570) 718-1200

ADMINISTRATOR
Part-time (20-30 hrs/wk) for Jewish Social Service Agency. Responsibilities will include administrative & financial oversight; liaison activities with community. Requires administrative skills & sensitivity to social & counseling needs of agency. Send resume & salary requirements by Nov. 12 to:

Search Committee,
Jewish Family Service
71 W. Northampton St.
Wilkes-Barre, PA 18701

AUTO PARTS SALES
Locally owned/operated Co. seeking FT or PT sales person for Moosic location. Flexible days/eve. hrs. Exp. helpful but not necessary. Mechanical background a plus. Great for college student. Apply in person at any Cee Kay Location

BAND SALES
Robert M. Sides Family Music Center, the premier retail store in Williamsport, Wilkes-Barre & State College, has a full-time Band Sales road position open their Wilkes-Barre store. The applicant must be an organized, career minded individual that has some musical background and a valid driver's license. We offer the chance to make \$20,000 to \$35,000 per year and a competitive employee benefit package. Only those interested in helping us make Robert M. Sides Family Music Center famous for customer service need apply. If you want to learn more about retail for a future career and would like to grow with us, we should talk. Please call 1-800-326-9460 or stop by our store at Coal Street at Empire Court, Wilkes-Barre for an application

CARPENTER
Part Time flexible hours
Call 826-1072

CARPENTERS
Exp. Roofing, siding & framing. Trans req.
Call 256-3278

CASHIER/CLERK
PART-TIME
Approx. 20-25 hrs. per week. If not flexible need not apply.

SALVATION ARMY
Rt 309
Wilkes Barre

COSLETT & COSLETT ATTORNEYS-AT-LAW
The Coslett Building
312 Wyoming Ave.
Kingston, PA
18704-3504

SALES
Real Estate Advertising Account Executive

An immediate full time outside sales position is available with the Times Leader Homes Magazine, servicing lower Luzerne County.

If you are eager, energetic and love to sell we have the career move for you. You must be highly motivated and dependable with reliable transportation. We are looking for career minded individuals with great communication, organizational and customer service skills along with strong prospecting and cold calling abilities. Prior sales and/or media and/or real estate experience is a plus but not a requirement. We offer a great benefit package, excellent earnings potential and the opportunity for advancement.

If you are ready for a challenging career move, send your resume to:

Tom Bubul
General Manager, Homes Magazine
15 North Main St., Wilkes-Barre, PA 18711

The Times Leader is an equal opportunity employer dedicated to diversity in the workplace.

Help Wanted 270
CLERK
For convenience store. No Exp. necessary. Need dependable person w/ good work ethic & customer oriented. Day shift 6am-noon or 12 noon-6pm. Homemakers & retirees encouraged to apply.
Newell Fuel Service
108 S. Memorial Hwy.
Trucksville, PA
Top wages for qualified operator w class 2 CDL experience, (necessary but willing to train 868-6571

CONCRETE PUMP OPERATOR
Top wages for qualified operator w class 2 CDL experience, (necessary but willing to train 868-6571

COOK/HOUSEKEEPER
For day care center Mon. thru Fri. 8:30 am to 2:30 pm. \$5.15 to \$5.50/hr. depending on experience. Call 287-7789 EOE

COOK
Metz & Associates @ College Misericordia Dining Services has an immediate opening for an experienced cook. Ideal candidate must have 3 yrs experience in a high volume atmosphere. Great starting salary and benefit package available. Apply in person between 9am-11 am and 2-4pm at:
Metz & ASSOC.
College Misericordia
Merrick Hall
301 Lake St. Dallas, PA
No phone calls please.

FRONT DESK/GUEST SERVICE REPRESENTATIVE
Part-time, weekends a must will train uniforms & meals provided. Good starting rate. Apply in person Ask for:
Sylvia Stevens
East Mountain Inn
2400 East End Blvd./Rt 115
Wilkes-Barre, Pa

Legal Secretary/Paralegal
Diverse civil practice seeks legal secretary or paralegal for immediate opening. Clerical support, appointment & calendar coordination, dictation & legal document preparation are primary duties. Knowledge in Windows, Word Perfect & legal documentation helpful. Salary & benefits commensurate with training & experience. Send resume with reference to:
Professional Bldg.
1460 Wyoming Ave.
Forty Fort, Pa 18704

DRIVERS
Experienced tractor-trailer drivers wanted! Good pay & benefits. No weekend work. Road and regional work available 818-0100. M-F 9-4

Help Wanted 270
ADMINISTRATOR
Part-time (20-30 hrs/wk) for Jewish Social Service Agency. Responsibilities will include administrative & financial oversight; liaison activities with community. Requires administrative skills & sensitivity to social & counseling needs of agency. Send resume & salary requirements by Nov. 12 to:

Search Committee,
Jewish Family Service
71 W. Northampton St.
Wilkes-Barre, PA 18701

Warehouse Personnel
Immediate openings for full & part time. We offer competitive wages & excellent benefit packages including profit sharing. Apply in person:
SANDONE TIRE
730 Wyoming Ave.
Scranton, PA

PACKERS
Great opportunity. CCL Container, a premier manufacturer of collapsible plastic tubes, is seeking to fill several packer positions for our plastic tube plant in Wilkes-Barre, PA. The job includes the visual inspection and packaging of our tubes. The qualified candidate will have some manufacturing background and would be able to work in a fast paced environment. In addition to a challenging opportunity, we offer competitive wages and excellent benefits package. All interested candidates may send resume to:
CCL CONTAINER
Plastic Division
1 Lesley Avenue
Wilkes-Barre, PA 18706
Attention: James Valeri
call (570)824-8485
for location of applications

SHAMOKIN AREA COMMUNITY HOSPITAL
VICE PRESIDENT AND CHIEF FINANCIAL OFFICER

Shamokin Area Community Hospital has an outstanding opportunity for a team oriented, "hands-on" financial professional who wishes to join the family oriented environment at our 61-bed community hospital.

Areas of responsibilities include Accounting, Payroll, Patient Accounts, Health Information Management, Materials Management, and Information Systems. Successful candidates will possess a BA/MBA with minimum 5 years, including 3 years as a CFO in a hospital setting. High integrity, personable, and professional with strong interpersonal and team building skills required to advance the hospital's mission and strategies.

We offer excellent benefits including vacation and personal days, medical insurance with Rx, life insurance, short and long term disability insurance, tuition assistance, flexible reimbursement accounts, retirement plan, and more.

Please send your resume and a letter with salary requirements to Rick Flynn, Vice President Human Resources, Shamokin Area Community Hospital, 4200 Hospital Rd., Coal Township, PA 17866 or fax to (570) 655-4356, or e-mail to rlynn@shamokinhospital.org

Equal Opportunity Employer
www.shamokinhospital.org

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Areas of responsibilities include Accounting, Payroll, Patient Accounts, Health Information Management, Materials Management, and Information Systems. Successful candidates will possess a BA/MBA with minimum 5 years, including 3 years as a CFO in a hospital setting. High integrity, personable, and professional with strong interpersonal and team building skills required to advance the hospital's mission and strategies.

We offer excellent benefits including vacation and personal days, medical insurance with Rx, life insurance, short and long term disability insurance, tuition assistance, flexible reimbursement accounts, retirement plan, and more.

Please send your resume and a letter with salary requirements to Rick Flynn, Vice President Human Resources, Shamokin Area Community Hospital, 4200 Hospital Rd., Coal Township, PA 17866 or fax to (570) 655-4356, or e-mail to rlynn@shamokinhospital.org

Equal Opportunity Employer
www.shamokinhospital.org

Help Wanted 270
PHYSICAL THERAPIST
Due to expansion, we have an immediate opening for F/T staff position in an Outpatient setting. Candidates must have valid, professional license in PA. Outpatient experience preferred. Competitive salary/benefits package. Send resume in confidence to:

**BOX 3130
TIMES LEADER
15 North Main Street
Wilkes-Barre, PA 18711
EOE**

RECEPTIONIST
Part-time position available for person with good communication skills and professional appearance. Hours are flexible. Please send resumes in confidence to:

Cross Creek Pointe
ST4 101
1065 Highway 315
Wilkes-Barre, PA

SCHOOL PSYCHOLOGIST
A 12 month position available for the 2001-2002 school year. Send resume, Acts 34 and 151 Clearances and letters of recommendation to Scott Jacoby, Director of Special Education, Schuylkill Intermediate Unit 29, P.O. Box 130, 17 Maple Avenue, Mars, PA 17951, (570) 544-9131 Extension 1211. E.O.E.

TELEMARKETERS WANTED
Christmas is just around the corner! DMI is looking for reliable people to fill our day and evening positions. Earn that Holiday Money by working PT hours for FT pay! No experience necessary. Don't wait! Call now. 208-1992

WAREHOUSE PERSONNEL
Immediate openings for full & part time. We offer competitive wages & excellent benefit packages including profit sharing. Apply in person:
SANDONE TIRE
730 Wyoming Ave.
Scranton, PA

SOFASTCASH.CO
MI- Short term loans up to \$500.00! We want your business! To apply 1-800-290-8288 Loans by County Bank, Rehoboth Beach Del. (FDIC) Equal Opportunity Lender.

DRIVERS AT PANTHER II
We pay owner operators well to deliver! Loaded Mile; \$155 tractors; \$130 Straight Trucks; \$80 Cargo Vans. 100% O/O Fuel surcharge. 1-800-640-7055

DRIVERS
Covenant Transport now offering Per Diem Pay for experienced teams, Solos, and Trainers, O/O Solo/Teams 83¢ Plus fuel surcharge. 1-800-275-8179. Exp'd drivers 1-800-958-2353

GET CASH FAST!
\$100-\$500. Easy qualifications. Never leave home! Funds deposited - Checking Account Next Day. Loans by County bank. Member

STATEWIDE CLASSIFIEDS 282
ALL CASH CANDY ROUTE
Do you earn \$800 in a day? Your own local candy route. Includes 30 machines & candy all for \$9.95. 1-800-998-VEVD

AMAZING BANKRUPTCY OPPORTUNITY
Builder deflated: 12 super preinsulated packages. Fast/simple modularized construction. Your foundation/floor plan. Lifetime warranty. Ref/Details 1-888-966-4866 Must SELL SACRIFICE PRICES

AMAZING LOW Prices
Woff tanning beds Buy Factory Direct, Excellent Service. Flexible Financing. Free Home Commercial Units, Free Color Catalog. Call Today 1-800-942-1810 www.npetstan.com

DRIVER
Company - Contractors NO NYC - SUPER REGIONAL 10-14 days out. Pay for experience up to .33¢/mi. Company 82¢/mi. Contractors. 1-800-846-4321

DRIVERS- Are you getting home?
Roehl drivers are! Exp. drivers start at 32-37¢/mile, 34-39¢/mile w/ bonus. O/O's paid up to 85¢ for van and 95¢ for flatbed plus plate, tolls, fuel optimization and tractor programs. Choice of van or flatbed fleets. Students welcome. EOE SSS 800-467-6345SSS
www/roehl.net

STATEWIDE CLASSIFIEDS 282
SO DOWN HOMES
Gov't & bank foreclosures. HUD, VA, FHA, no credit, O.K. For listings, Now (800) 501-7177 ext 1293.

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www/roehl.net

PART TIME Evening Word Processing Secretary/typist

The law firm of Rosenn, Jenkins & Greenwald, L.L.P., is seeking a part time (20 hours) Secretary Typist for its Word Processing night staff at its Wilkes-Barre location. Candidates should have prior Secretarial experience, preferably with some background in legal work or in medical transcription. Experience with Word-Perfect or Microsoft Word software, and the ability to operate and prepare documents from transcription tapes or from hand written copy is necessary. Training will be provided. Ability to work independently of supervision is a must. Hours of operation for this department are from 4:30 -8:30 p.m. Monday through Friday. Attractive compensation. Interested Candidates should submit resume with cover letter in confidence to:

Human Resources Mgr.
Rosenn, Jenkins & Greenwald, L.L.P.
15 South Franklin St
Wilkes-Barre, PA 18711
Information may also be faxed to 831-7218.
EEO

Help Wanted 270
TELLERS
The Fidelity Deposit and Discount Bank Part-time tellers for its branches located within Luzerne County. Positions are responsible for operating a full-service teller station and promoting the bank's products and services. Previous cash handling and/or sales experience preferred. A friendly outgoing personality is a plus.

The Bank offers pleasant working conditions, competitive starting rates. Must be willing to work flexible hours. Applications may be completed at any of our branch offices.

The Pleasant Valley School District announces the following professional vacancies:

ELEMENTARY INSTRUMENTAL MUSIC TEACHER
Part-time position, grades 4-6. Send letter of interest, resume, Pa standard application, transcripts of all college courses taken, copy of appropriate PA certificate, placement credentials and Acts 34 & 151 clearances to:
Anthony A. Fadule,
Assistant Superintendent
PLEASANT VALLEY SCHOOL DISTRICT
Brochadesville, PA
18322 EOE

STATEWIDE CLASSIFIEDS 282
SO DOWN HOMES
Gov't & bank foreclosures. HUD, VA, FHA, no credit, O.K. For listings, Now (800) 501-7177 ext 1293.

WAREHOUSE PERSONNEL
Immediate openings for full & part time. We offer competitive wages & excellent benefit packages including profit sharing. Apply in person:
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730 Wyoming Ave.
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AMAZING LOW Prices
Woff tanning beds Buy Factory Direct, Excellent Service. Flexible Financing. Free Home Commercial Units, Free Color Catalog. Call Today 1-800-942-1810 www.npetstan.com

DRIVER
Company - Contractors NO NYC - SUPER REGIONAL 10-14 days out. Pay for experience up to .33¢/mi. Company 82¢/mi. Contractors. 1-800-846-4321

DRIVERS- Are you getting home?
Roehl drivers are! Exp. drivers start at 32-37¢/mile, 34-39¢/mile w/ bonus. O/O's paid up to 85¢ for van and 95¢ for flatbed plus plate, tolls, fuel optimization and tractor programs. Choice of van or flatbed fleets. Students welcome. EOE SSS 800-467-6345SSS
www/roehl.net

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Enjoy The Convenience Of Home Delivery.

The Dallas Post

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