

Deadline
4:30 P.M. Mondays

The Dallas Post CLASSIFIED

Office Hours
8:30 A.M. - 5:00 P.M. Mon. - Fri.



Call 1-800-273-7130 to place your **GUARANTEED RESULTS*** classified ad

Low Rates

6 Lines • 4 Weeks \$12
Call for Business Ad rates

If you don't get results in 4 weeks, we'll run your ad Free for another 4 weeks.

Fax Your Ad

For maximum convenience - 831-7312

Photo Classifieds



AUTO FOR SALE
\$20

Incl. Photo
20 words • 4 weeks



REAL ESTATE
\$22

Incl. Photo
20 words • 6 weeks

Pre-Paid Ads

Ads that fall under the following criteria must be paid in advance of publication: Work wanted • Situations wanted All ad for moving, if they are leaving the area. All ads for going out of business. Ads from outside our circulation area.

Box Numbers

Blind Box Numbers are available. They may be mailed or picked up. \$3.00 charge. All information concerning the box number is confidential, and we cannot disclose the identity of the Box Holder.

Errors & Ad Cancellations

Read your ad carefully the first day it appears and report any errors before the next edition: this will be the only proof you will receive. Errors should be reported immediately as *The Dallas Post* can be responsible for the first incorrect insertion only. Cancellations must be called in before the regular ad deadline.

The Dallas Post reserves the right to reject, edit or properly classify all advertising submitted for publication. We will not knowingly accept an advertisement that might be considered misleading, fraudulent, illegal, unfair, suggestive, in bad taste or discriminatory.

ADVERTISING TELE-ASSOCIATE

Have you always wanted to get paid for being hip?

Northeast PA's #1 alternative weekly is seeking an Advertising Tele-Associate.

This challenging full-time position includes partnering with the outside sales staff. Duties include customer service, order entry, layouts and general support. You will also have the opportunity to make additional income through telemarketing. There is never a dull moment with occasional work on readers' choice polls and weekly club and concert listings. Parades, promotions and parties mean quite a few nights out.

The ideal candidate will have a pleasant and professional telephone manner, strong organizational and communication skills and a willingness to work in a team environment.

If interested and for more information contact:

Lora Walinkas at 570-831-7323



We are an equal opportunity employer committed to diversity in the workplace.

DISTRICT MANAGER

The **TIMES♦LEADER** has a great opportunity in our home delivery operation. We are looking for an aggressive, career-minded individual who is capable of achieving service goals by training and motivating a force of Independent Contractors. This is a great opportunity for a hands-on manager who isn't afraid to roll up the sleeves and lead by example. You must be able to excel in a fast-paced, multi-task environment. You will gain experience in all aspects of our Circulation Dept. and our newspaper operation. Opportunity for quick advancement. Compensation package in the \$30,000 range, full benefits incl. 401 (K) and a weekly car allowance.

To apply, send resume to:

TIMES♦LEADER

Attn: Joyce Tinner

15 N. Main Street

Wilkes-Barre, PA 18702

E-mail: jtinner@leader.net

Resumes will not be accepted after 6/15/02

CLERICAL

United One Resources is seeking a conscientious, detail-oriented team player to join the staff at our corporate headquarters in Wilkes-Barre. Responsibilities include customer service, data entry, and office support. Hours will be from 10am to 6pm. Candidates should possess a positive attitude, excellent customer service skills and have experience with windows-based computer applications. Previous real estate, mortgage or banking experience a plus. Interested candidates should forward a resume, including salary history to:

United One Resources, Inc.
PO Box 390, Wilkes-Barre, PA 18702
Fax: 570-824-7180
E-mail:
lgardner@unitedonerresources.com

PRODUCTION HARVEY METAL PRODUCTS

has the following openings:

WELDERS GENERAL LABORERS

Excellent benefit package, 401K, paid vacation and holidays.

Qualified applicants can apply in person or send resume to:

HMP

22 Ruddle St., Wilkes-Barre, PA 18702

What a Great Place to Work!

GUARD Insurance Group now has several open positions available.

Check our web site at www.guard.com for a full listing!

ACCOUNTING CLERK -Responsible for preparing bank deposits and data entry of accounts payable and general ledger transactions. Must also perform a variety of clerical support duties within the department. Must be detail oriented and possess computer knowledge in Excel and Word.

CLERICAL SUPPORT -Great opportunity for an organized individual in our processing department. This position requires strong computer skills preferably in MS Office, keyboarding and data entry. Excellent organizational and communication skills required. Candidate must be organized, reliable, attentive to detail, and possess a strong work ethic. Must have the ability to work well in a team environment.

In exchange for your experience, we offer a competitive salary and comprehensive benefits package that includes a 401(k) profit sharing plan. If you are a team player seeking a challenging opportunity, please send your resume to (E-MAIL preferred):



GUARD INSURANCE GROUP

16 S. River Street,
P.O. Box A-H
Wilkes-Barre, PA 18703

jobs@guard.com
Fax: (570) 823-5930

BEST PLACES to work in PA #2 Large Company 2001

Garden Drive-In is looking for:
PARKING ATTENDANT & CLEAN UP PERSON
Call Kim 333-5341

PLACE AN AD IN THE DALLAS POST

Got an apartment to rent?

Post a vacancy with Apartments.com and gain access to thousands of potential renters each and every day.



WilkesBarreScranton.com

Offset Press Person for 2 and 4 Color Presses

Experience necessary
1st and 2nd shifts available
full or part time
Full Time - All benefits included
+401K
Call or send resume to:
Lou Sr.
Independent Graphics
1679 River Road
Pittston, PA 18640
(570) 654-4040

SIGN ON BONUS!

Join Staff Management at our client's premier facility in Mehoopany. We now have skilled positions and WE provide ALL of the training!

Up to \$9.50/hr.
Part Time/ Full Time
Training Provided!

- ♦ Start immediately
 - ♦ Weekend shifts too
 - ♦ Weekly paycheck
 - ♦ All shifts available
 - ♦ No experience nec.
 - ♦ Must be at least 18
- To schedule an interview call us at 800-984-3488 extension 111-578 OR apply online at: www.sm.peoplescout.com
Media Code: 111Job Code: S78
Either way contact us today!

KING'S COLLEGE

WILKES-BARRE, PENNSYLVANIA 18711



ADMISSIONS POSITIONS

ASSISTANT DIRECTOR OF ADMISSIONS: King's College seeks an Assistant Director of Admission to represent King's College to prospective students and their parents and to secondary school counselors. Position requires management responsibility for recruitment related projects and/or programs. A minimum of two years prior admission or related experience is required.

ADMISSIONS COUNSELORS: King's College seeks two Counselors to be responsible for the coordination of admissions activities including recruiting, counseling and interviewing prospective students. Familiarity with financial aid procedures is helpful.

Qualifications: Successful candidates will possess a Bachelor's degree and valid driver's license. Superior interpersonal, oral and written communication skills are required. Ability to travel out of town for several weeks at a time is essential.

To review complete job descriptions, please visit the King's College web site at www.kings.edu. Find information under Services, Human Resources.

Application Process: Send cover letter with resume and list of at least three references to: Human Resources Office, King's College, 133 N. River Street, Wilkes-Barre, PA 18711 or fax materials to 570-208-5967

Deadline for applications is June 23, 2002.

King's College encourages applications from women and minorities.
Equal Opportunity Employer

SECURITY OFFICERS

Great career opportunity in Wilkes-Barre for FT, Act 235 certified. Benefits package available. \$10/hr.
Triple A Security Patrol
800-682-4722

PEDIATRIC PHYSICAL THERAPIST

Seeking FT Licensed physical therapist to join early intervention program. Work with children birth to 12 yrs. of age. Work in a variety of settings i.e. home, community and center based. Exp. with children req'd. Send letter of interest and resume to:

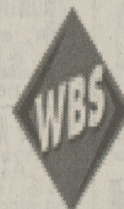
New Hope of PA, Inc.
1150 Wyoming Ave.
Wyoming, PA 18644
EOE

PHARMACY TECHNOLOGIST

Mallinckrodt, Inc., a distributor of radiopharmaceuticals, has a FT, day-shift position available for a CNMT. We offer attractive compensation and comprehensive benefits. Qualified individuals please send resume with salary history in confidence to: Personnel Department

Mallinckrodt, Inc.
300 Laird Street
Wilkes-Barre, PA 18702
e-mail
Karen.Pieszala@tycohealthcare.com
EOE

Movies, music, museums & more.
It's all here on our Entertainment channel. Click on Entertainment.



WilkesBarreScranton.com

NORTHEASTERN PENNSYLVANIA'S HOME PAGE