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**HCR ManorCare/Kingston** 

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Public Services 100

Legals &

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## Legals &

**Public Services 100** A public hearing of the ackson Township Nackson Township oard of Supervisors vill be held on Monday January 27, 2203 at 6:30 p.m. in the Municipal Building. The public hearing is for the Agricultural Security Act. ESTATE NOTICE

**Announcements** 

**Employment** 

**Animals** 

NOTICE IS HEREBY GIVEN, that Letters Testamentary have been granted to Karen Bolinder in the Estate of Irene Cymbalisty, late of the City of Nanticoke, Luzerne County, Pennsylvania, who died on December 29, 2002. All persons indebted to said Estate are requested to make payment and those having claims or demands to present the same without delay to Karen Bolinder, Executrix, c/o Stephen B. Killian, Esquire, 345 Pierce St., Kingston, PA 18704. MEETING NOTICE

The regular monthly Jackson Township Supervisors for the year 2003, will be held on the first Monday of each month at 7:00 p.m. in the Municipal Building, 2211 Huntsville Road, Jackson Township, PA If the Monday is a holiday, the meeting will be held on the next day at 7:00 p.m. Work session will be held at

30 p.m. not to extend st 7:00 p.m. prior to MEETING NOTICE

Lake Township Board of Supervisors will hold regular meetings on the second Thursday of each month. The dates are as follows: February 13, March 13, April 10, May 8, June 12, July 10, August 14, September 11, October 9, November 13, December 11. Work sessions will begin at 6:30 PM and the meetings

Additionally, Lake Township will now hold office hours of 9:00 AM to 2:00 PM at the Mu-nicipal Building on

NOTICE that Letters Testamentary have been granted to Fleet Bank in the Estate of Ruth S. Thomas, late of Jenkins Township, Pittston, Luzerne County, Pennsylvania, who died on December 2, 2002. All persons indebted to said Estate are requested to make pay-ment and those having claims or demands to present the same with-out delay to Fleet Bank, Executor, c/o Stephen B. Killian, Esquire, 345 Pierce Street, Kingston, Pennsylvania, 18704.

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FOUND: SWEATER Found ladies sweater on Pioneer Ave. in Dal-las. Call 675-0212

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**MEETING NOTICE** 

The Dallas Township Board of Supervisors held its Re-organization Meeting for the year 2003 on Monday, January 6th. The appointed and elected officials are as follows: Chairman-Philip L Walter; Vice Chairman-Frank E. Wagner; Secretary-Treasurer-Glenn M. Howell; Assistant Secretary-Treasurer-Nancy Y. Balutis; Solicitor-Michael S. Melnick; Road Master-Ronald Buchman; Police Chief-Robert G. Jolley; Zoning Officer-Leonard Kozick; and Planning Commission Secretary-Lois Hannigan. Dallas Area Municipal Authority was appointed the Township's sanitation authority and Thomas Doughton of Douglas Trumbower & Associates was appointed the Township's Engineer.

The Board of Supervisors will meet the first and

third Tuesday of every month at 7:30 P.M. at the Municipal Building located at 601 Tunkhannock

Highway, Dallas, PA. The meeting dates are as fol-lows: January 21st, February 4th, March 4th, March 18th, April 1st, April 15th, May 6th, May 20th, June

3rd, June 17th, July 1st, July 15th, August 5th, August 19th, September 2nd, September 16th, October 7th,

DALLAS TOWNSHIP SUPERVISORS

October 21st, November 4th, November 18th,

282

December 2nd and Decemb

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# THOMSON

# **EDUCATION DIRECT**

**Human Resources Department Education Direct** Dept Marketing 925 Oak Street Scranton, PA 18515

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# BILINGUAL **CUSTOMER SERVICE** REPRESENTATIVE

Benco Dental Company is the nation's largest independent distributor of dental supplies and equipment, delighting our customers since 1930. We are seeking a conscientious, detailoriented bilingual (English and Spanish languages) customer service representative who desires a stable, team-oriented environment with opportunities for ongoing training and career pathing.

The successful candidate will assist customers via telephone regarding merchandise/ small equipment orders. Position requirements include the ability to communicate effectively and excellent customer service and computer skills.

We offer a competitive 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, and a generous 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 Fax: (570)820-3445

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18045-7899; Fax: (610) 252-5740. IMPORTANT - PLEASE SPECIFY **POSITION IN APPLICATION AND** LETTER OF INTEREST.

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# **Part-Time EDITOR**

Education Direct, the world's largest

accredited provider of offsite career training and degree programs, is seeking a part-time editor for its Product Development department. The person selected will copyedit texts for consistency, style, and correctness and prepare course materials for print publishing. Applicant should have a Bachelor's degree in the humanities or social sciences. The position requires an excellent command of the English language, ability to meet deadlines and work closely with various members of the production team. Must have at least one year editing experience. PC experience required. Quark Express experience helpful.

Please send cover letter, resume, and brief writing sample (1-2 pages) to:

# **THOMSON**

## **EDUCATION DIRECT** Director Human Resources

**Education Direct** Dept HR 925 Oak Street Scranton, PA 18515

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Wilkes-Barre, PA 18706 EOE M/F/D/V

## RNs, LPNs NAs, **ACTIVITIES AIDE &** HOUSEKEEPING /LAUNDRY AIDE

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NURSING CENTER Old Lake Road., Harveys Lake

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Benco Dental, the nation's largest independently owned dental supply company, is currently seeking a Marketing Product Coordinator. Reporting to the Marketing Manager, the Product Coordinator will develop, plan, present and implement strategic marketing and tactical plans for assigned product lines.

The successful candidate will have a BS in marketing or related field with a minimum of 2 years marketing experience or equivalent education/ experience, (product coordinator experience preferred); strong written, computer, and verbal skills; problem solving and analytical skills; strong leadership ability; good project management and priority set-

In addition to an employee friendly, professionally challenging work environment, we offer a competitive compensation/ benefit plan, which includes several health insurance options, disability, life, dental, and vision insurances, company profit sharing plan, as well as an excellent 401k retirement pro-

Interested qualified candidates may submit a resume with salary history to:

## **Benco Dental Company Human Resources Department**

11 Bear Creek Blvd. Wilkes-Barre, Pa. 18702 Fax: (570)820-3445 Email: HuResEML@benco.com An Affirmative Action Employer M/F/V/D

Education Direct, the leader in distance education, is seeking a full-time instructor for the 12:15 P.M. - 9:00 P.M. shift. We are looking for the right applicant to help provide instructional support to our students primarily by telephone and email. Candidates must have a BS degree in Computer Science, MIS, IT or related field. The position requires web design, web programming, and administration experience and knowledge of popular applications software, such as Dreamweaver and FrontPage. The position requires excellent phone, oral and written skills. Other technical skills or training a plus. Candidate must be able to train in related fields. Previous teaching experience a plus.

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### **EDUCATION DIRECT** Director Human Resources

**Education Direct** Dept EDU 925 Oak Street Scranton, PA 18515 NO PHONE CALLS PLEASE

# **DENTAL HYGIENIST**

A part time Hygienist is needed for Wednesday at the Back Creek Health Center in Nuremberg, Pa. Hours are 9:00AM to 5:00PM. Send resume to:

**Human Resources** Rural Health Corporation of NE Pa 1084 Route 315 Wilkes-Barre, PA 18702-7012 Fax (570) 825-8990 EOE M/F/V/H AA

# **CONSTRUCTION - GAS**

Company seeking EXPERIENCED ONLY Foreman, Fitters, Operators, Laborers for gas utility work, OQ CERTIFICATION REQUIRED. Send resume or apply to:

> Linde Enterprises, Inc. 118 Armstrong Rd. Pittston, PA 18640 **ATTN: Bob Bayer** E.O.E.