

The Dallas Post CLASSIFIED ADS

To place your ad...
call Mon. through Fri. 7:00 a.m. to 5:00 p.m.
Deadline: Wednesdays at 5:00 p.m.

Sell your car or household merchandise **Add A Photo**

6 lines... 4 weeks... \$12

AUTO FOR SALE
10 lines \$20
4 weeks Incl. Photo


REAL ESTATE
10 lines \$24
6 weeks Incl. Photo

829-7130

Toll free: 1-800-273-7130
FAX it: 570-831-7312

Announcements	100-258	Financial	350-370	Real Estate/Sale	800-835
Employment	260-290	Merchandise	400-535	Real Estate/Rent	840-890
Animals	300-340	Call An Expert	550-758	Transportation	900-980

Instructions & Training 210 Instructions & Training 210 Instructions & Training 210 Instructions & Training 210



C.D.E. Computer Learning Centers
"Making office life easier!"

THE SEASON PASS **Microsoft CERTIFIED**
Unlimited Corporate training- 10 people for one year
CALL TODAY: 570.383.8752

Guaranteed Lowest Corporate Rate!

C.D.E. offers THE SEASON PASS for comprehensive training in applications like Microsoft Word, Excel, Access, and PowerPoint for up to 10 people in your corporation. We also provide IT certification training in A+, MCSA, Network+, MCSE, Cisco and Web Design. C.D.E. can help your organization work more efficiently!

Our certified staff will customize a program to meet your organization's needs. Plus, actual training can be administered conveniently on-site or at any one of our six campus locations.

Flexible Scheduling Day and Evening Classes Guaranteed Lowest Price **C.D.E. Computer Learning Centers**
Jewelcor Building, 2nd Floor Wilkes-Barre PA 570.823.3891

LICENSED HOME DAYCARE
Openings for children ages infant through 5.
Melissa 288-3215

PLACE AN AD IN THE DALLAS POST

ATTORNEY
Major regional property and casualty insurer seeks part-time attorney for its Scranton staff counsel office. Candidate should have 2-5 years experience with emphasis for liability insurance/workers' compensation insurance defense practice. Good benefits. Competitive salary. Send resume, with salary demand to:
Eisman, Myers & Liero
Scranton Electric Building
507 Linden Street
Suite 501, Scranton, PA 18503. E.O.E.

ADMINISTRATIVE ASSISTANT
Our company is looking for a responsible, reliable person for our office staff, in our busy Lake Harmony Area Resort. Good starting salary, benefits and retirement plans. Must be available weekends.
Call 570-722-3965

ARCHITECTURAL DRAFTSPERSON
RESIDENTIAL CONSTRUCTION
Join the busy & talented architectural team at NE PA's leading custom home builder, based in East Stroudsburg, PA. Must have 3 yrs exp in residential design / construction and be CAD proficient. Starting salary high \$30's-low \$40's based on qualifications, w/ plenty of growth potential for creative producers who can execute in a deadline oriented environment. Benefits include 401-K. Reply in confidence: **Call Doug, (570) 424-5155, or send resume to:**
LTS Builders
ATTN: Personnel
P. O. Box 160, Shawnee-on-Del., PA 18356. EOE

RETAIL ADVERTISING ACCOUNT EXECUTIVE
The Abington Journal is seeking a full-time advertising account executive to call on stores and offices in the Abington's and surrounding communities. This is an established position with an active account list, in a growing market. You'll join a team that has continued the Journal's tradition of excellence as the Journal's newspaper since 1947. A degree in marketing, advertising or communications is preferred. A background in direct sales to businesses will also be considered. This is an excellent opportunity for an ambitious individual to begin a career with one of the nation's largest and finest newspaper organizations. The compensation plan is commission against a weekly draw, with other benefits including paid auto mileage. To apply, drop off or mail a resume to our office, send a fax, or send an e-mail.
The Abington Journal
104 S. State Street
Clarks Summit, PA 18411
Fax: 675-3650
E-mail: rbartizek@leader.net

RNAC / ADON
Position Available
Meadow View Senior Living Center, a 63 bed Skilled Nursing Facility in Montrose, PA is currently accepting applications for a full time Registered Nurse Assessment Coordinator (RNAC)/ADON. Candidate must possess a current RN license in Pennsylvania; have two years experience in a Supervisor / Management position in long term care and knowledge of federal and state regulations pertaining to long term care. Interested candidates please send resume or apply in person.
Meadow View Senior Living Center
RR 4, Box 4000
Montrose, PA 18801
Ph: 570-278-3836 / Fax: 570-278-1545
Email: MVSLC@epix.net
Attn: Administrator

CHEMISTRY TEACHER
Wyoming Seminary College Preparatory School is seeking a Chemistry teacher for grades 10-12. The position is full-time and begins in August, 2003. A Bachelor's degree and high school or college chemistry teaching experience is required. Send letter of interest and resume as soon as possible to:
David L. Davies,
Dean of the Upper School
Wyoming Seminary
201 N. Sprague Avenue
Kingston, PA 18704-3593
ddavies@wyomingseminary.org
No phone calls, please. EOE

AUTO MECHANIC
Exp. Techs needed. Tools req. Benefits, uniforms, vaca & holidays. Exc. starting salary.
Fereck Auto Service.
825-0440

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No phone calls, please. EOE

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The Dallas Post is seeking a full-time advertising account executive to call on stores and offices in the Back Mountain and surrounding communities. This is an established position with an active account list, in a growing market. You'll join a team that has continued the Post's tradition of excellence as the Back Mountain's newspaper since 1889. A degree in marketing, advertising or communications is preferred. A background in direct sales to businesses will also be considered. This is an excellent opportunity for an ambitious individual to begin a career with one of the nation's largest and finest newspaper organizations. The compensation plan is commission against a weekly draw, with other benefits including paid auto mileage. To apply, drop off or mail a resume to our office, send a fax, or send an e-mail.
The Dallas Post
607 Main Road, Dallas PA 18612 (across from Offset Paperback)
Fax: 675-3650
E-mail: rbartizek@leader.net

ACCOUNT EXECUTIVE
American HomePatient is seeking an energetic Account Executive for W-B / Scranton and surrounding areas. Responsibilities include referral source, detailing, professional presentations & travel. Successful candidate will be self motivated and have excellent communication and organization skills. Clinical experience or background helpful but not necessary. Interested applicants please send resumes by June 2, 2003:
American Home Patient
75 Jaycee Dr.
Valmont Industrial Ctr.
W. Hazelton, PA 18201
Attn: General Manager
or fax to: 570-501-8401
EOE

BOOKKEEPER
Bookkeeper with strong analytical skills needed. Must administer and maintain all agency internal financial statements. Sharp bookkeeping skills to perform accounts payable and receivables functions which include collection of accounts, cancellations, analyze and reconcile payment records, etc. Must have understanding of automated systems and have a current knowledge of accounting practices. Full benefits.
Send resume to:
P.O. Box 1107
Scranton, PA 18501

NURSING POSITIONS
Immediate openings at:
Heritage House's Transitional Care Unit
At Wilkes-Barre General Hospital
RN
FT, Evening Shift / PT, Night Shift
LPN
FT, Evening Shift / PT, Evening All Shifts
Contact: **Linda Zaneski RN, NHA TCU ADMINISTRATOR**
570-552-5415
New Start Rates & Higher Pay Scale for Experience.
Call for interview & more detailed hiring options.
DIV. OF VVHCS EOE

CARPENTERS / LABORERS
Year round work. Transportation a must.
Call 570-696-4732

DRIVERS NEEDED
Fortune 500 Company seeks O.T.R. Drivers with a Class A CDL license and previous OTR experience. Benefit package includes health, dental, eye insurance, 401K with Co. match, DSP purchase program, local credit union, life insurance. Paid per mile plus drop and layover pay. New equipment. Interested applicants can call:
Leggett & Platt
Berwick, PA (570) 542-4171
to schedule an interview
Equal Opportunity Employer

SALES
EARN \$1500 - \$2000/Week
Bi-weekly pay & bonuses!!!
Paving, seal coating, concrete, Commercial & residential. For more information call
570-793-9298

CARPENTERS & HELPERS
Self-motivated individuals, year round work. Top wages & bonuses, Newfoundland area **570-676-4726**

LPNs - FT, 11-7 Charge
Nurses responsibilities, FT benefits. PT, All Shifts
CNA - FT/PT, All shifts.
Stop by and meet our new administrative staff or call:
Kingston Commons
615 Wyoming Ave.
Kingston, PA 18704
PH: 570-288-5496
FAX: 570-288-8335
E.O.E.

\$2,500 SIGN-ON BONUS AVAILABLE
PHYSICAL THERAPIST & PHYSICAL THERAPIST ASSISTANT
Allied Services has full-time Physical Therapist and Physical Therapist Assistant positions available. These positions are in the Scranton and Wilkes-Barre area working in out-patient and in-patient settings. One-year experience is preferred, but new graduates are welcome to apply. Must have current PA driver's license for travel to local clinics when necessary.
Allied Services offers a competitive salary and flexible benefits package. If interested, please send resume to:
Allied Services HR Department
100 Abington Executive Park
Clarks Summit, PA 18411
or fax it to: (570)-348-1294
Allied Services is an Equal Opportunity Employer

LANDSCAPING
Lawn maintenance & landscaping, must be reliable w/ valid PA drivers lic.
570-674-2418

DINING SERVICE POSITIONS
FT/PT, benefits, sign on bonus, apply at:
THE MEADOWS MANOR
200 Lake St., Dallas, PA 18612
EOE

MARKETING ANALYST
United One Resources is seeking a full-time Marketing Analyst. For more information and to apply, please visit:
www.unitedonerresources.com
and click on "Employment"

COACHING POSITIONS AT O'REILLY
Bishop O'Reilly High School has openings for Swim, Softball & Baseball coaches. If interested, please send resumes by June 6, 2003 to:
Bishop O'Reilly High School Athletic Director
316 N. Maple Ave., Kingston, PA 18704

SBS has openings due to production increase
EXPERIENCED:
AMES TOOL
FINISHERS FRAMERS
TRAINEES:
DRYWALL FINISHERS
dependable & reliable
SBS offers:
health/ life insurance paid
holidays/vacations top competitive wages.
Apply at:
SUN BUILDING SYSTEMS
#9 STAUFFER INDUSTRIAL PARK, TAYLOR, PA 18517
FAX#: 570-562-0737

DIRECTOR OF NURSING
Heritage House's Transitional Care Unit at Wilkes-Barre General Hospital is currently seeking a Director of Nursing to oversee and manage this 26 bed skilled nursing facility. Interested candidates must have a current PA RN license, a minimum of 1 year acute care experience, and at least 3 years long term care experience, including DON responsibilities. Must be able to demonstrate leadership skills and organization. Knowledge of LTC regulations, MDS / PPS required.
Please send resume with salary requirements to:
Linda Zaneski, NHA
VVHCS-Hospital TCU
575 N. River St., Wilkes-Barre, PA 18764
Div. of VVHCS EOE

RESEARCH MARKETING MANAGER
The Times Leader is currently seeking an experienced Research Marketing Manager. The ideal candidate will possess a Bachelor's Degree in marketing or related field, be highly organized, self motivated and detailed oriented. Excellent communication and presentation skills a must. This person will have direct responsibility for managing our primary quantitative and qualitative research for advertising, sales development, newroom, marketing, circulation and senior management. We offer a competitive salary and full benefits package. Send resume & cover letter to:
Caroline Youngman VP Marketing & Advertising
TIMES LEADER
15 North Main Street
Wilkes-Barre, PA 18711
We are an equal opportunity employer committed to diversity in the workplace.

SALES
Accent Mortgage is seeking a full-time Loan Originator - External. For more information and to apply, please visit:
www.accentmortgageusa.com
and click on "Employment"

