

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.

## 829-7130

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

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

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

Legals & Public Services 100	Legals & Public Services 100	Legals & Public Services 100
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Help Wanted 270

#### CNC OPERATORS VALLEY MANUFACTURING CORP.

A globally known Aerospace company is looking for qualified candidates for the following positions:

**CNC OPERATORS**  
CNC/Lathe/Milling experience required. Set-up experience necessary. High precision/Close tolerance work experience preferred.

Valley Mfg. offers excellent hourly rates and a complete benefits package. Qualified candidates send resume to:

**VALLEY MANUFACTURING CORP.**  
P.O. Box 626, Wilkes-Barre, PA 18703-0626  
Attn: Human Resources Department  
Denise Szyzgan  
EOE M/F/D/V

#### CONCRETE CONSTRUCTION LABORER

Construction company seeking reliable full time laborer. We offer competitive wages based upon experience, excellent benefits included. Fax resume to 570-472-9654 or call 760-6132

#### CONCRETE FINISHERS

Preferably with Rider Trowel Experience. Work is available in Wilkes-Barre, PA. Please call (614)563-4373 Monday-Friday, 8 a.m. to 5 p.m. or fax to (614)563-4242.

#### DENTAL ASSISTANT

Full time position for growing practice. Must have experience. Benefit package includes health insurance, paid holidays & bonuses. Call for interview, 570-822-3040

#### DRIVERS

**OTR FLATBED DRIVERS**  
Good Pay, Generous Benefits Package, Frequent Home Time, Rider Program and More...  
www.aerotransporters.com or call 1-800-542-9525

#### DRIVERS

Part time for school children. Apply at 197 Main St., Luzerne.

Help Wanted 270

#### DRIVER POSITION

**SERIOUS INQUIRIES ONLY**  
Class A CDL, medical certification and excellent safety record required. Position is NOT over the road. Position required weekends and off peak hours. \$13.05 Starting wage. EXCELLENT BENEFITS including company paid medical and dental for employee and family. Paid Vacations, Personals and Holidays. STD and Life Insurance. Pension Plan and 401K.

#### EXECUTIVE CHEF

Premier hotel seeks Executive Chef. Must have 3 years experience in high volume hotel/resort. Please send resume with salary history to: BOX 3870 Times Leader 15 North Main Street Wilkes-Barre, PA 18711-0250

#### FLEET VEHICLE MAINTENANCE

Contract mechanic position open for local utility, 2nd shift, PA State inspection and CDL license required. Hydraulic and med truck experience desired. Please fax resume and qualifications to 717-777-4252

#### HVAC TECHNICIAN

Residential company, must be able to install boilers, water heaters, service work, etc. Pay commensurate with experience. Benefits available. Please call 823-6547

#### LOT PORTER

Part-time position (day hours) available for a lot porter. Valid PA Driver's License and clear driving record required. Contact Rich Lenahan at: Wyoming Valley Motors 588 Market Street Kingston, PA 18704 570.287.1133

Help Wanted 270

#### HEAVY EQUIPMENT OPERATOR

• Do you work FT?  
• Do you work locally?  
• Do you work consistently?  
• Do you get paid by your experience?  
• Do you get an annual raise?  
• Do you get a year-end bonus?  
• Do you have a 401(k)?  
• Do you have a \$0.50 to \$1.00 matching program plus a paid profit sharing plan.

If you don't get all of the above and want to, we are looking for quality, experienced operators and are ready to offer more than you now make in order to complete a quality Excavation team. Call Joe Powlis at 760-0626 and leave name, phone and work history. Only Experienced Professionals Need Apply.

#### MECHANIC

Class B Looking for a stable job with a steady company? We have a night shift (5 pm - 3 am) opportunity for a mechanic to do diesel PM work. Great spot for tech school grad looking to get into diesel maintenance. CDL and inspection license a plus. Full benefit package! Resumes@bcnepa.com

#### MEDICAL X-RAY TECHNICIAN

Full time for doctors office. Monday-Friday 8:30 - 5:00. Benefits include vacation, sick, personal time, health care insurance and 401K. Submit resume to: B. McDonald 268 Highland Park Blvd. Wilkes Barre Twp. 18702

#### SALES

Great pay, great hours (9-3 / 3:30-9:30), great atmosphere. 570-718-6575

Help Wanted 270

#### INTAKE COORDINATOR

Blue Cross of Northeastern Pennsylvania, a progressive leader in the health insurance field, has an immediate opening for an Intake Coordinator.

In this role the incumbent will provide support to the Nursing staff. Duties include gathering data, accurate coding and data entry as well as preparation of cost avoidance and various weekly, monthly and quarterly reports. Independent research and handling of non-clerical and system issues is requested along with timely answering of the phone system.

This position requires demonstrated knowledge and experience with medical terminology and medical coding systems, ICD-9, CPT and HCPCS. Good oral and written communications skills. Must have good problem solving skills and flexibility in handling change in the work environment. Microsoft Word, Windows, Excel and Microsoft Access required.

We offer a competitive starting salary and outstanding benefit package. For consideration, please submit your resume in confidence to Blue Cross of Northeastern Pennsylvania, Attn: TL-463, 19 N. Main St., Wilkes-Barre, PA, 18711, Fax 200-6730 or email to: resumes@bcnepa.com

#### RESTAURANT LUNCH SERVERS

Apply at ISABELLA 1140 ROUTE 315 Wilkes Barre, PA Call 570-270-9292

#### SERVICE OPENING

All Seasons is seeking quality people for service openings. Good starting pay + bonus potential if you are hard working & like to work outdoors. Call Gene @ 826-1911

Help Wanted 270

#### MUSICIANS

The Williamsport Symphony Orchestra is auditioning for the following positions:

• 2nd Bassoon  
• 2nd Oboe/English horn  
• String players: Bass, cello, viola, violin

Auditions to be held Sunday 9/21 in Williamsport by appointment only. Call 570-322-0227 or e-mail info@williamsportsymphony.com for more information.

#### RESTAURANT PERKINS

Now Hiring:  
• Wait Staff  
• Line Cooks  
• Dish Washers

Apply in person. 304 Route 315, Pittston PA 18640 883-5682

#### SALES COORDINATOR

SOVA is a Telecommunications and management company. We represent several national telecommunications carriers and are one of Verizon's largest Authorized Sales Agents in the country. Full-time sales coordinator position. Responsibilities include sales support to sales agents, assistance in the creation of quotes and presentation of proposals. Successful candidate will be proficient on computers including Internet. Telecommunications experience is helpful, but not required. Please forward resume to: mary@sova.com

Or mail to: SOVA P.O. Box 1612 Plains PA 18705

#### SERVICE STATION ATTENDANT

Full service, week-days, early afternoons & weekends. Apply @ Texaco Service Station Route 309 Shavertown

#### STOCK/DELIVERY

For Beer Distributor. Full time including Sats. Must be at least 18. Have valid DL and lift 1/2 keg. \$7.50 start. 570-779-2870

Help Wanted 270

#### SALES

**Robert M. Sides Family Music Center,** the premier retail music store in Wilkes-Barre and State College, has openings in full-time and part-time sales in all of their stores. The applicant must be an organized, career minded individual that has some musical background. 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 1-800-326-9450 or stop by one of our stores for an application.

#### SECRETARY

An area utility company is seeking an individual with advanced secretarial skills. Must be proficient in Microsoft Office including Word, Windows and Excel. Must be able to take dictation (shorthand not necessary). Professional secretarial protocol - experience required. Competitive benefits and salary commensurate with experience. Qualified applicants forward your resume and salary requirements to: BOX 3873 Times Leader 15 North Main Street Wilkes-Barre, PA 18711-0250

#### SECRETARY/RECEPTIONIST

New, rapidly growing company in the Wilkes-Barre area looking for secretary/receptionist. We are looking for a friendly, energetic, team player to fill this position. Opportunity for advancement possible. Answering phones, filing, copying, writing in orders, some typing. Full time, Monday-Friday 40 hour week. Benefits and paid holidays after 60 days. Salary based on experience. Send resume to: BOX 3857 TIMES LEADER 15 North Main Street Wilkes-Barre, PA 18711-0250

#### WAITPERSONS/PERFORMERS

To wait tables & sing in chorus of BEST LITTLE WHOREHOUSE IN TEXAS at Music Box Dinner Playhouse in Swyersville. 11 performances, Sept. 26-28, Oct. 2-5 & 9-11. Minimum \$40/ performance, includes tips. 570-283-2195 or 800-698-PLAY

#### WAITSTAFF

AM Servers. Apply in person: Victoria Inns Rt 315, Pittston Twp PA 18640

#### WAITSTAFF BARBACKS

Full and part time, experienced, apply in person, no phone calls please! Riverstreet Jazz Cafe 667 N. River St., Plains

#### MEETING NOTICE

The Dallas Borough Zoning Hearing Board will meet on Thursday, September 18, 2003 at 7:00 p.m. in Dallas Borough Council Chambers at 25 Main Street, Dallas, PA 18612. The purpose of the meeting is to consider an application by Mr. Leonard Wilson, 1 Powderhorn Drive, requesting a Dimensional Variance for relief from the Dallas Borough Zoning Ordinance requirements for minimum rear yard setback.

A complete copy of the above referenced application is available for public inspection at the Dallas Borough Administrative Office. Inquiries can be made by calling the Dallas Borough Zoning Office at (570) 675-1389.

Joseph Moskovitz Dallas Borough Zoning Officer

Help Wanted 270

#### APPLIANCE REPAIR TECHS

2 Needed. Only mature, dependable & aggressive need apply. Training available, start immediately. 570-388-6432

#### ASSISTANT PROPERTY MAINTAINER

For lawn care, lock changer, and property removal. Part time/full time hours. Responsible and dependable. Must have large vehicle transportation. E-mail resume to: Traffeyproperties@aol.com

#### AUTO PARTS SALES

Now accepting applications for full time Associate. Competitive starting salary. Excellent benefit package. 401 & much more. Apply in person A & A Auto Store Exeter, PA.

Help Wanted 270

#### CARPENTER WANTED

Experienced 477-1124

#### CHILD CARE

Harvey's lake area day care center, in need of part to full time help, working with infants & young toddlers. Experience preferred. Call 630-5206 for details

#### CHILD CARE

Hiring for Child Care Aide, experience preferred, high school diploma required, full time & part time. Call B.C.E.C. 570-714-1709

#### CLERK

Part time, 20-25 hours per week. Apply at: CHOICE Wyoming Avenue

#### CNC MILLING OPERATOR

2nd shift, Mountaintop area. Call Jim Blake 570-474-0871

## The Dallas Post

Call 1-800-273-7130 For Local Pros

Deadline: Monday At Noon

# LOCAL PROS

#### ADVISOR - CARD READER

**SPIRITUALIST CLAIRVOYANT CARD READER ADVISOR**  
All problems of life. Reunite the separated. Other readings available. \$5.00 Off With Ad  
Candles Oils Aromatherapy 451-1773

#### APPLIANCES

**REFRIGERATION PARTS**  
Refrigerators • Freezers • Air Conditioners  
All Makes • Cold Controls • Fan Motors  
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Bring in model # and old part.

**APPLIANCE PARTS & SUPPLY**  
936 Market Street, Kingston

#### AUTO BODY REPAIR

**GIADOSH ENTERPRISES**  
Complete Auto Body Repairs  
1644 Murray St., Forty Fort  
Complete Collision On All Makes & Models  
Established 1975  
FREE ESTIMATES  
287-4895

#### AUTO

**Back Mountain Auto Specialists**  
149 N. Main St., Shavertown  
Dave Spurlin  
(Formerly Dallas Exxon) 675-3336

#### CONSTRUCTION

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Carpentry • Roofing • Siding Replacement  
Windows • Tile • Electrical • Kitchen • Baths • Repair Work  
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822-8133

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**GUTTERS CLEANED & REPAIRED**  
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NO JOB TOO SMALL • FREE ESTIMATES  
287-3262 LEAVE MESSAGE

#### HANDY MAN

**SMALL REPAIRS**  
Those you don't get to... Those you can't do  
**HANDY MAN**  
PROMPT RESPONSE • REASONABLE RATES  
Fred (570) 675-0429 Back Mtn. Resident 35 Years

#### HANDY MAN

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#### TREE SERVICE

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• Trimming • Tree Care  
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#### WASTE DISPOSAL

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wastereductionandrecycling.com  
WILKES-BARRE, PA 18706  
VISA

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