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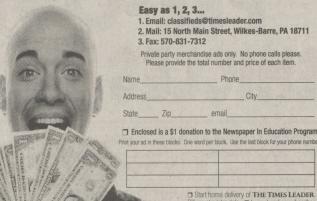
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Other

551

Other 551

Other

Residential Step By Step, Inc. **Program Workers** 

Immediate Full Time 2nd shift position available working with four lovely women with developmental disabilities in their Dallas home. In this challenging and rewarding career you are a caretaker, mentor, and friend as well as a part of a dynamic and supportive team. Experience with behavior management is helpful but we are willing to train the right person!

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Contact: Anna Mullin (570) 829-3477 Ext: 605 amullin@stepbystepusa.com

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For more information and to apply, please visit www.pplweb.com/careers, and click on "job postings". To be considered, you must apply online. Only those who meet the position requirements will

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Other

Lake-Lehman **School District Coaching positions** available:

**Head Wrestling** Coach **Head Baseball** Coach Head Boys' Volleyball Coach Head Girls' Soccer Coach **Head Track** & Field Coach

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Junior High Girls'

Send resume & letter of intent to: Jacqueline McHale, **Director of Human Resources** Lake-Lehman School District PO Box 38, Lehman, PA 18627-0038. Deadline for submittal is Monday, November 26, 2007. EOE.

Criminal Record Check, Child Abuse History Clearance and FBI Clearance required for employment.

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**527 Food Services/** 

BAKERS WANTED! Now hiring bakers for rapidly expanding Dunkin Donuts chain. Positions include competitive salary, potential health benefits,

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521 Editorial/ Editorial/

Editorial/ Writing

The Times Leader a daily newspaper in Wilkes-Barre, Pa., is seeking a copy editor to join its night

In addition to having first-rate style, grammar and spelling skills, the successful applicant should be adept at writing compelling headlines that draw readers into our stories and be able to produce high-quality work on deadline. He or she should ead copy from the reader's point of view and will be expected to voice concerns about stories when necessary. The ability to collaborate with colleagues on the desk and in other departments is essential.

The copy desk is responsible for editing stories for the news, business and sports sections. Pager design extperience is preferred, but not required. The job requires working nights, weekends and some holidays.

We're looking for someone with at least two years ex-perience at a daily newspaper, but reporters looking to make the jump into editing or recent college graduates with copy editing internships are encouraged to apply.

We offer a competitive salary and benefits package. For immediate consideration, please send a resume, cover letter and five examples of your best work to:

Chris Beynon, Human Resources Director 15 N. Main Street Wilkes-Barre, PA 18711 or email cbeynon@timesleader.com

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

**566 Sales/Business** 

**566 Sales/Business** 

**566 Sales/Business Development** 

#### RETAIL ACCOUNT EXECUTIVE

The Times Leader, a daily newspaper in Wilkes Barre, Pennsylvania has an immediate opening for a Retail Account Executive to sell advertising to our retail customers while pursuing new business prospects for the Times Leader and other products and packages. The individual will be responsible for increasing retail display revenue over previous year. This is a challenging full time position with great financial opportunity that requires an energetic, detail oriented, multi- tasking individ-

Job Duties include but are not limited to: 1. Prospect competing products; identify decision makers and present Times Leader products and

2. Provide excellent customer service by avoiding/ resolving billing errors, and by completing orders

and adjustments in a timely manner.

Be aware of and work within daily deadlines.
 Complete daily sales reports when necessary.

5. Other duties as assigned. We offer a competitive salary, benefits and com-

mission plan. If you meet the above requirements, please send your resume to: **Human Resources Department** THE TIMES LEADER

15 N. Main Street Wilkes-Barre, PA 18711 e-mail: cbeynon@timesleader.com Fax: (570) 831-7364

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WAREHOUSE

SUPERVISOR

NIGHT SHIFT

urday - 5 hou schedule. Apply at: D.W. Richards

Sons,Inc. 701 Rocky Glen Rd Moosic,PA 18507

Or fax resume to: 570-457-9408

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708

RECLINER CHAIR antique early American chair. Good condition \$50 570-779-3332

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