**506 Administrative/** 

products.

521

**Clerical** 

COLLEGE

SECRETARY

King's College seeks a full time Sec-retary in the College Diversity and

Campus Activities Department to provide support to all members of the department and serves as a primary

contact to all phone inquires and visi-tors. Must have strong communica-tion and organizational skills along with the ability to establish effective

working relationships with all staff faculty and students of the College

Must possess computer proficiency with Windows and Microsoft Office

Interested qualified applicants should forward a cover letter, resume, and a

to: King's College Human Resources
Department, 133 North River Street

Wilkes-Barre, PA 18711 or you can

Minority candidates are encouraged

to apply. King's College is an Equal

CORRESPONDENTS

The Times Leader is looking for

correspondents to cover municipal

government and school board

meetings in and around the

Hazelton Area.

Successful candidates should be

able to write clearly and accurately

about issues that are addressed at

public meetings and, ideally, be able

to develop follow-up enterprise stories relating to the

coverage area.

Evening and night availability for

assignments, a reliable vehicle and

access to a computer with e-mail

capability are required.

Anyone interested in this part-time,

as-needed position should submit a

resume and at least three writing

samples to:

John DiMaria

The Times Leader

15 N. Main Street

Wilkes-Barre, PA 18711

DALLAS SCHOOL DISTRICT

\*Elementary Staff Nurse
RN or LPN required, 6.5 hours/ day, \$11.00/ hour, no benefits. Submit a letter of interest, resume, references, copies of: nursing license, CPR certification, Act 34, 151 and 114 clearances and any other supporting materials.

\*Middle School Library Aide
6.5 hours/day, \$7.15-\$8.10/ hour
depending on level of education, no
benefits. Submit a letter of interest,
resume, references, copies of: Act 34,
151 and 114 clearances and any other
supporting materials

Dr. Paul Reinert,

Assistant Superintendent
Dallas School District
PO Box 2000

Dallas, PA 18612.

All application packets must be received by Deadline: September 26, 2008.

and any other supporting material

supporting materials.

Mail all documents to:

HRjobs@kings.edu. Electronic sumission of credentials is preferred.

Editorial/ 521

Writing

your

Opportunity Employer.

of three professional references

Monday-Friday from 12:00PM

Typical work schedule is

resume at

Editorial/

Writing

506 Administrative

Clerical

JEEP '90 WRANGLER 6 cylinder, automa air conditioning new soft top. Very good condition \$3900, looks great, runs great. Call 570-817-3086

LAND ROVER '04 D, auto, white AWD, tan leather, anti-lock power dows, mirrors & sun locking gas CD player \$12,000, 674-5750

## LINEUP A SUCCESSFUL SALE

IN CLASSIFIED! Do you need more space? A yard or garage sale in classified is the best way to clean out your closets! You're in bussiness with classified!

LAST BATCH OF TRUCKS AVAILABLE FORD E350 DIESELS AUTOMATIC TRANSMISSION.

WITH A/C IN GOOD CONDITION - 1999 Cube Van \*\*\* only \$1,500 9- 2000 Cube Vans \*\*\*\*\*\* only \$2,000 10- 2001 Cube Vans \*\*\*\*\* Ranging \$3.000 CALL 570-654-1232

> NISSAN '05 PATHFINDER LE

54K, Loaded, GPS, 7 passenger, new Michelin Tires \$18,500 obo 256-4427

457 Wanted to Buy

JUNK CARS & VEHICLES WANTED FREE REMOVAL CASH PAID 570-574-1275

WANTED

**COMPLETE JUNK** CARS & TRUCKS DMS SHREDDING INC 570-819-3339

906 Homes for Sale

SWEET VALLEY

orses welcomed! 10 Acres - Pond - 2 Storome - 40x80 ft. high Butler Building

These are only some of the features of this stunning 4 BR, 1.5 bath home w/oversized rooms - Offers FR w/FP, rec. room, formal LR, DR, cherry cabinets/Corian kitchen & HW floors - too many features to list. First 200 feet is zoned S-1 & balance is Agriculural. MLS#08-3007

DALLAS



DIRECTORY

**Accessories** 

SICKLE. Long han 570-823-6986

TIRES. Snow tires, size 205-60.15. \$20.

BAR. BX4325, Class III, 2 inch receiver, 5/8 inch diameter pin cables, pins, cover. Used twice. \$299. 570-709-5864

468 **Auto Parts** 

ALL JUNK VEHICLES WANTED Free removal, cash on the spot 570-301-3602

HOOD AND TRUNK 1991 Ford Fair nt, \$10 each each 570-824-7314

LINER. Truck bed liner for 6' box .\$45. 570-602-0150

MOONVISOR. Lund, lighted for 97 older Dodge fullsize van \$75. 570-655-3197

MUSTANG PARTS. Truckload, 1965-66. \$1000 570-823-2268

RAMPS. Heavy duty car ramps. \$20. car ramps. 570-779-3332

TIRE. New, blue on white wall, Golden white wall, Golden Fury GFT, P18/70R14 m/s Eldorado, \$25 best offer. 570-654-4762

TIRES. General 65S P205/65 R15. \$20 570-655-7179

TIRES. Mags, 14" rims.Keystone \$175. 570-540-0995

TUNNEL 570-654-7896

For Honda. & hubcap (never used). \$100 for all. 570-655-2548

906 Homes for Sale



**EMPLOYMENT** 

Building Construction/ **Skilled Trades** 

CARPENTERS/

CARPENTER'S HELPERS Construction com pany seeking qualified individuals.

**Drivers** license equired, vacation/ olidays, medical, dental & 401K. E.O.E. Application taken Monday-Fri-day, 7am-4pm. A. Pickett Construction 128 W. Vaughn St. Kingston, PA 18704 570-283-2057

> YOU HAVE TALENT. THEY NEED TALENT.

ANYONE ELSE SMELL PAY DIRTI

Education/ 522

**Training** CHILD CARE PROVIDER

Full time, 2 year experience wi 570-474-5956 CHILDCARE

Part Time Class-room Aides with flexible schedules 570-674-4030 Plains 570-819-3800 -EOE

EDUCATION **The Greater Nanticoke Area School District** 

906 Homes for Sale

Quality family home in sought after neighborhood. If your family needs more room consider this stunning 4 BR, 4 bath, 2-story traditional on a great lot. Offers large forma LR, DR, Family Rm., office, recreational Rm., 1st Flr. laundry, superb eat-in kitchen, 6 fabulous Mstr. BDR walk-in closet MLS#08-3282

applications for: SUBSTITUTES ◆ TEACHING (ALL LEVELS)

◆ CAFETERIA \* CLEANING COVER Fatherhood initiative

LEWITH & FREEMAN

REAL ESTATE

Shavertown (570) 696-3801

DALLAS

1 aluminum with tire and other black with tire

\$450,000

522 Education/ **Training** 

**EDUCATION** WYOMING VALLEY WEST SCHOOL DISTRICT Is Accepting Applications for the

High School Spanish/

Following Position:

French Teacher date(s) should be certified in the appropriate subject area. Please apply using the Pennsylvania Standard Teaching Application and include a copy of the certification, Act 34 Criminal Record Clearinal Record Clear-ance and Act 151 Child Abuse Clear-

ance forms. Send Resume and/or apply in person to: Dr. Michael Garzella, Supt The Wyoming Valley West Central Office Attn: Michelle McCabe

Secretary of

Personnel

450 N. Maple Ave

Kingston, PA 18704 **Application Deadline** is September 19, 2008.



HEALTH/PHYSICAL **EDUCATION TEACHER** 

High School
PA Department of **Education Certifica** tion in Health/ Physical Education Required

Forward letter of intent, PA standard teaching application, clearances and transcripts to:

Jacqueline M. McHale, Director of Human Resources, Lake-Lehman School District, PO Box 38, Lehman, PA 18627-0038

Deadline for submit tal is Tuesday, September 30, 2008. Criminal Record Check, Child Abuse Facilitator Send letter of History Clearance and FBI Clearance required for employapplication to:
Anthony Perrone
Superintendent ment. EOE. 427 Kosciuszko St www.lake-lehman.k12.pa.us

Nanticoke, PA 18634 No calls, please

111

\$379,900

**SWEET VALLEY** 

906 Homes for Sale

Barbara

Metcalf

542 **527 Food Services/** Hospitality **Transportation** 

> COOK **FULL TIME**

Position available in our Skilled Nursing Facility for an experienced cook 11:30a.m. other and every other and Candi-11:30a.m.-7:30p.m. weekend. C

dependable and be able to pass a crim-inal background check drug/alcohol test-ing. Apply in per-**Human Resources** Little

Manor & St. Therese 200 S. Meade St 18702 Fax: 570-823-5171 ki@lfmstr.com E.O.E.

DALLAS SUBWAY NOW HIRING STAFF For Quick Serve Restaurant, Al shifts, flexible hours, college students welcome. Phone inquires accepted, apply in person 570-675-7536

IT/Software **Development** 

CABLE MODEM TROUBLESHOOTER & EQUIPMENT MAINTENANCE

Are you computer savvy? Do you have internet or modem knowl-edge? We are looking for some one with the ability organize request Self motivated individual with a dedi-cated sense of fol

low through. Call center or help desk experience is a plus. Must have computer knowl-edge & possess good people skills Competitive starting rate. Pleasant office environment. Must be dependable.

1-888-514-8883 for details ask for Kristie 570-517-5003

542 Logistics/ **Transportation** 

Drivers Local manufactur ing company seek-ing experienced driver. Apply within

Swoyersville, Pa 18704 906 Homes for Sale

195 Slocum St

Logistics/

DRIVERS

**DELIVERIES** 

MUST BE FLEXIBLE

FOR START

END TIMES

COMPETITIVE HOURLY PAY

COMPANY PAID BENEFITS

1-800-628-7807

Ask for Natasha

548 Medical/Health

BIRCHWOOD

DRIVER/ WAREHOUSE National Company seeking full time driver/warehouse person. CDL with Hazmat required. Apply in person @ United Refrigeration 641 N. Pennsylvania Blvd Wilkes Barre Pa, 18705

HOURLY CLASS-A DRIVERS NEEDED FOR LOCAL

FT for W-B Orthopedic office. Send resume to: Ritz/Allardyce,MD,PC 150 Mundy St. MACI Wilkes-Barre, PA 18702

**OPTOMETRIST** Full/part time OD for

395 Middle Rd. Nanticoke PA 18634 CALL 877-339-6999 Donna 501-7226

OR IN PERSON! LPNs PART TIME 7-3, 3-11 & 11-7

CNAs FULL & PART TIME 11-7 Shift Avail

MEDICAL, DENTAL VISION, DISABILITY, PAID TIME OFF & MATCHING 401(k)

> HOME WORKER Attention

Full time positions working with developmentally disabled individuals. Full foot 40 hours time fast 40 hours Friday, Saturday and Sunday awake overnight shift in the Nuangola area. Thurs, Fri and Sat awake overnight shift in the Drums area Experience is helpful, paid training provided. Starting rate \$8.68 per hr. +benefits For infor

mation or applica-tion, call Impact Systems at 570-829-3671

Let the Community Know! Place your Classified Ad TODAY!

DENTAL ASSISTANT office. Experience preferred, benefits available. Please fax resume to 570-714-7793

RN SUPERVISOR

Full-Time 11p-7:30a Sunday - Thursday Every other holiday

Includes shift differential and full-time bene-

RN-LPN-C.N.A.

**Dietary Aides** Part-time Day shift

Apply in person to:

**Engineering** 

548 Medical/Health

MRI TECHNOLOGIST preferred. Good people skills required. Part Time/per diem. Fax resume to: 283-5839

OFFICE ASSISTANT

or SURGICAL TECH

Hazleton, Berwick & Lehigh Valley. \$475/day. Call Wavne at

PER DIEM RN For Hazelton Imaging and Vision Imaging of Kingston. To

> Job Seekers Don't Miss A Single Listing.

Get The Times Leader delivered to your door for a special price of \$2.00 a week for 13 weeks. That's a savings of over 55% off

Call 829-5000.

THE TIMES LEADER

PERSONAL CARE AIDES 2:30pm-11pm, 11pm-7:30am COOKS

Part Time, All shifts.
Apply within:
Village at Greenbriar
4252 Memorial Hwy Dallas, PA 18612

Othe 551

> AVAILABLE **IMMEDIATELY 20+ JOBS**

NO EXPERIENCE NECESSARY WE WILL TRAIN

**Truck Drivers** Diesel Mechanics

Cooks Radar Repair & many more

This is a part time

opportunity with endless benefits. We will train and offer a \$20,000 Sign On Bonus. If you are a high school graduate, college student college student or just looking for excellent job training, don't hesitate to call. We are an equal

opportunity employer. 570-287-8070 ask for Rob

**524** Engineering

551 Other PROGRAM SPECIALIST:

The ideal candidate will possess knowledge and have experience with MH/MR individuals in a group home setting. Must poss-es the ability to supervise and inspire others. A minimum of a Bachelors degree in Human Services or related field in addi-

If interested in providing support in a caring and professional atmosphere, please contact 288-9386, or kpagoda@ihrser.com to set up an inter-

tion to 2 to 4 years

experience required

view. EOE. Institute for Human Resources and Services, Inc. 250 Pierce Street, Suite 301 Kingston, PA 18704

Fax: 570-288-9112 SOCIAL SERVICES Entry Level Resident Advisor. 2

years experience. Apply in person to: Kirby Family House 35 S Pennsylvania Ave. Wilkes-Barre, PA

Production/ 554 **Operations** 

**NEW BUSINESS =** NEW JOBS!!!

Long Time area printer building addi-tional press crews to meet new customer demands Now hiring experienced 1st Pressman

With 4 color Baker Perkins web press background 2nd Pressman B&W M1000

press backaround **Roll Tenders** Apply in person Kappa Graphics L.P. 50 Rock St. Pittsto, PA 18640

570-655-9681

**PACKERS** All shifts. \$9 + hr. 283-WORK (9675) **GAVLICK** 

www.gavlick.biz LINEUP A SUCCESSFUL SALE

Do you need more space? A yard or garage sale in classified is the best way to clean out your closets!

IN CLASSIFIED!

with classified! PRODUCTION All shifts to \$9 + hr. 283-WORK

You're in bussiness

**GAVLICK** www.gavlick.biz

Editorial/

Editorial/ 521 **Editorial** 

FEATURES HEALTH CORRESPONDENT

The Times Leader has immediate opening for a Features

Health Correspondent to find the human interest in health stories, translate medical jargon into easy-tounderstand, helpful stories and spot trends with an emphasis on making issues relatable. Correspondent will write for the weekly Health section

and special sections as needed. Send a letter of interest, along with writing clips to: The Times Leader Attn: Human Resources 15 N. Main Street Wilkes-Barre, Pa. 18711 E-mail: cbeynon@timesleader.com

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

524

524

Engineering 524



ty for a quality candidate to join our dynamic employee-owned team. Our commitment to quality and responsive service has resulted in tremendous growth! Bring your winning attitude and love for a challenge to us and your career opportunities will seem unlimited!

LARSON DESIGN GROUP (LDG) is offering the following Full-Time opportuni-

Preparation of highway design calculations, design submission reports, construction drawings, specifications, estimates and associated work such as hydrologic and hydraulic studies, erosion and sedimentation, traffic control and right-of-way.

**Minimum Requirements:** Requirements for this position include:

B.S. Degree in Civil Engineering with emphasis on transportation/highway design

Two (2) or more years experience Technical on-hands experience with MicroStation and In-Roads software

Knowledge of current PENNDOT and AASHTO specifications, standards, and pro cedures preferred Excellent planning and organizational skills with ability to demonstrate the application of technical knowledge to analyze problems and develop strategies

for efficient project execution Candidate will have excellent planning and organizational skills and should demonstrate the ability to apply technical knowledge to analyze problems and develop strategies for efficient project exe-

At LDG, we firmly believe that the workplace should be enjoyable and complement our values, quality, open communication, integrity and leadership to help maintain a positive atmosphere.

munity stewardship are paramount. We reward successful candidates with a competitive salary and a premier benefits package including relocation

resume-building references, salary history and salary expectations to:

**Director of Human Resources Larson Design Group** PO Box 487 Williamsport, PA 17703-0487

Resumes will be treated in confidence. Interested candidates should forward a cover letter, (3)

We are proud to be an EQUAL OPPORTUNITY EMPLOYER Visit our website at www.larsondesigngroup.com

Do you treasure your privacy Then follow a long paved driv way that takes you to this attra tive 4 BR. 3 BA solid brick ran cradled on a 3+ acre lot. Enjo A FAMILY DELIGHT - your entir HIGHWAY DESIGN ENGINEER wim in your in-ground por This intimate & warm home y/walk-out to patio & inground bool + more. Call Barbara Met-calf. MLS #08-3400 \$249,000 **Nature of Work:** ust minutes from everythin MLS#08-1800 \$**325,000** 



## LEWITH & FREEMAN

Shavertown (570) 696-3801

Geri Wisnewski



Country roads take you to this unique country estate. This sumptuous 1 story ranch blends into 7+ acres of surrounding countryside. Offers formal LR w/stone FP, DR, FR w/stone FP, LL has brick FP & 2 stairways, oversized kitchen, 3 BRS, 2 full & 2 half baths, 14x44 sunroom, 2 car attached garage & 4 car detached stone garage w/automotive lift. Heat has 4 zones; Central air conditioning has 2 zones MLS#08-2474 \$379,900

DALLAS



DALLAS

DALLAS

\$244,900





Well maintained 2 story home with park like setting in rear yard condition - off street parking for 10 cars - 3rd floor can be used for 10 cars - 3rd floor can be used for 3 room apartment - 1st floor central air. MLS#07-2134 \$349,000



Call Barbara at 570-696-0883 Call Geri at 570-696-0888



We cherish the ideals of home, family, and working together. Our success is a result of our belief in our Core Values of which personal and professional development and our commitment to com-



COMMUNITY Night Owls

Drug Free Workplace

570-829-7130 Full & Part Time, for busy pediatric

KINGSTON COMMONS has the following positions available

Per-diem All shifts available

Kingston Commons 615 Wyoming Ave. Kingston, PA 18704 570-288-5496

FAX:570-288-8335





KINGSTON

Well maintained 3 bedroom condo w/vier from every room - Family room w/firepla w/built-ins - Owners enjoy the use of a seprate private pool. Take pleasure with maint nance free living - golf - tennis & swimming Recently replaced main dec MLS#08-3471 \$145,000 main \$145,000 \$149,900