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EDDIE BAUER EDITION Fawn green, sierra tan leather interior, 6 cylinder, gas mizer, 4 wheel drive, sunroof, 3rd seat, 6 disc cd changer memory mirrors, 3rd row seat, trailer/tow package, running boards, roof rack, Advance track roll stability control syschanger, memory and heated seats, auto seat exit, factem, 25K, very low miles. Non smoking garage kept, well maintained, Very clean just \$17,500 tory running boards, new inspection, body perfect, super contact Chris clean inside & out! 570-457-8024 days Only 56,000 well maintained miles, or 570-388-6816 evening & weekend service records available. A nicer one you will not find! Sales price \$11,500 trade ins FORD '95 WINDSTAR 7 passenger, auto. power steering, power brakes, A/C,

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506 Administrative/

SUVs/Vans

451

FORD '03 F350 DIESEL SUPER DUTY

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New front brakes,

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Front desk position available for every

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Apply: Little Flower Manor 200 S. Meade St. **JEEP '05** Liberty Sport 4x4, Dark Khaki, Wilkes-Barre, PA 18702 Fax: 570-823-5171 35K. Excellent condition, 4 new pmelski@lfmstr.com E.O.E. tires. \$12,500 570-868-5989

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468

Aladdin

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GRAND CHEROKEE Columbia Edition, 4x4 trail rated. All power, AM/FM, 10 disc CD changer disc CD changer, cassette, 2 keyless entries with alarm, dual air bags, Air, moon/sunroof, roof rack, privacy glass & rain shield, chrome exhaust & fog lights, chrome wheels with 4 extra factory rims & tires, white with black

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With Overhang 20 Available

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Candidates must possess a four-year degree in Accounting and a minimum of five years of accounting experience. Financial statement consolidation experi-

ence a must; public accounting experience most desir-

able. MBA or CPA a plus. Operational knowledge of computer software as it relates to the accounting func-

The successful candidate will be responsible for the

global consolidation of monthly financial statements;

global operational reporting monthly and quarterly; annual budgeting for the foreign affiliates, tax compliance

Qualified individuals should submit their resume with

Sr. Director, HR & Organizational Development

Silberline Manufacturing Co., Inc.

P.O. Box B

130 Lincoln Drive

Tamaqua, PA 18252

COMPUTER SUPPORT SPECIALIST

Provide technical advice and support to help people effectively use computer software and hardware. Coordinates

installation & maintenance of telecommunications, comput-

General Responsibilities

Assists in the customization and adaptation of existing

Connects users to networks and provides initial training in

Provides telephone, online and face-to-face training and

technical support for computer, network, database,

Identifies hardware and software needed to provide solu-

•Installs and downloads appropriate software for mainte-

nance and support of computer networks and related sys-

Required Knowledge, Skills& Abilities

Computer literacy in applicable programs
•Knowledge of and experience configuring desktop com-

Ability to interact with management and staff at all levels

Ability to multi-task and handle pressures and deadlines

Send resume to:

Bill Palmeri

600 Baltimore Dr.

Wilkes-Barre, PA 18702 Bill.Palmeri@citcomm.com

Citadel Broadcasting is an Equal Opportunity Employer

Knowledge of web related applications and languages

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IT/Software

Development

work, and working with the external auditors.

Accounting/

IT/Software

Development

REPORTING & TAX MANAGER Silberline Manufacturing Co., Inc., the global supplier of effect pigments, has an immediate opening for a Reportng and Tax Manager at its corporate headquarters in

reader contest details. to place your ad today!

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Wilkes-Barre

Part time - 20 hours/ week, flexi-ble schedule. Possi-bility of some evening work. Duties to include food preparation,

Send resume to: Penn State Wilkes-Barre PO Box PSU Lehman, PA 18627, Attn: PT Cafeteria

Wilkes-Barre

Short Order Cook Greenery Restaurant

Greenery Restau-rant. Responsible for the timely preparation of customer's orders, cooking items to specifications. Maintaining cleanliness of work area according to FDA and Company guidelines. Previous Cooking and/ or restaurant experience preferred.
This is a full time position and must be available to work

Apply in person: Boscov's 15 S. Main St. Wilkes Barre, PA 18701 Or email: 08hrmgr@

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CUSTOMER SERVICE service opening. Must have computer experience & great com

Send resume to: The Times Leader Box 6 15 N Main St Wilkes-Barre, 18711-0250

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CUSTOMER SERVICE Growing, well-established printer seeks energetic organized person. Email resume to: JKehler@Bedwick andjones.com Mail: PO Box 1046

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503

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Class III, 2 inch receiver, 5/8 inch diameter pin cables,

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LINER. Truck bed

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

MOONVISOR. Lund,

lighted for 97 older Dodge fullsize van

\$75. 570-655-3197

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205/55/16, 5 for \$100. 570-287-4721

SNOW TIRES. Stud-

ded, 215-75-15, 2 for \$60.

570-654-1169

SNOWTIRES. 215-70-15, 2 for \$40. 570-654-1169

TIRES. B.F. Goodrich long trail, 4 steel radial P255/70/R16. Mud and snow. Like

570-331-2257

steel radials, 4, P-205/75/R15. \$200.

Factory rebuilt for '99 Caravan with 20,000 miles. \$450.

570-814-8876

COVER

\$190

SHELVING

Auto Parts

ACCOUNTANT Local Retail Wholesale

Distributor
Duties include payroll preparation, quarterly payroll tax returns, preparation of W-2's and 1099's, monthly bank rec-oncilliation, maintain general ledger accounts receivable, accounts payable, customer phone orders, salary commensurate with experience benefits include health insur-ance, life insurance, 401(k).

Send resume to: The Times Leader Box 22 15 N Main St Wilkes-Barre, PA 18711-0250

509 Building Construction/ **Skilled Trades**

ELECTRICAL ESTIMATOR/

Local Electrical Contractor is seeking a person to manage new con-struction & maintenance work with commercial & industrial accounts in the Scranton &

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overseeing work-force, job planning, estimating, material procurement, & responding to customer requests/ issues. Candidate must have electri-cal background & familiar with NEC. Compensation

Benefits negotiable & commensurate with experience. Confidentiality all received applications.

PO Box 4025 Scranton, PA 18505

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PENNSTATE

food preparation, clean up, etc.

Position. Penn State is com-

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We are currently seeking a Short Order Cook for our

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536 IT/Software Development

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Results

542

Marketing, Inc. located at 510 South Main Street, Old Forge, PA is looking for an Internet specialist to work full or cialist to work full or part-time Qualified individua will be able to construct a website for advertising clients and be knowledge able and expe able commerce other various types of web products Individual will also oversee local net-work & equipment. Troubleshooting and

Positive

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570-457-7021 or call Byron Read at 570-457-7020 ext. 207

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PERSONAL CARE **Excellent starting**

rate. Flexible hours. Good working environment Wilkes-Barre area PO Box 203 Wilkes-Barre, PA 18702

533 Installation/ **Maintenance/** Repair

PLUMBERS & PIPEFITTERS Penn State Mechanical Contractors has openings for energetic, motivated, experienced plumbers and pipefitters. Experienced foremen are also encouraged to apply. We offer competitive wages and a comprehensive benefit package based on experience. We are an Equal Opportunity Employer. phone calls please.

Send resume with work history to: Penn State Mechanical Contractors, Inc. P.O. Box 1027 Wilkes-Barre, PA 18703

> MISERICORDIA **ALP Coordinator**

Master's degree in education or human services, preferable, & four vears related experience with young adults and adults with disabilities. Working knowledge of the needs of students with various disabilities and knowledge of ADA and legislation for students with learning disabilities is preferred.

This person will provide an equal opportunity learning environment, assess students experiencing learn ing disability/difficulties and recommend, develop, and deliver services to enable them to acquire strategies to overcome their barriers to learning. The ability to work with all facets of the college community along with exceptional verbal, written, planning, organizational & interpersonal skills is Flexible schedule to essential. include evening & weekend work is required. For confidential consideration, please forward a letter of appli-cation and resume to Misericordia University, Human Resources, 301 Lake Street, Dallas, PA 18612 or email: hr@misericordia.edu. Misericordia University is committed to excellence and actively supports cultural diversity. To promote this endeavor, we invite individuals who contribute to such diversity to apply, including minorities and women

PSYCHOTHERAPIST SEEKING LICENSED Psychologist or Social Worker with 5+ years experience to provide counseling and psychother-apy for children, adults, couples and evening hours.

548 Medical/Health

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Radar Repair & many more This is a part time opportunity with endless benefits. We will train and offer a \$20,000 Sign On Bonkish to the control of the If you are a high school graduate, college student or just looking for excellent job training, don't hesitate to call.

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181 Exit 145 570-346-9410 ext. 322

Western, Hazleton

Sales/Retail/ **Development**

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REPRESENTATIVE Local State Farm Insurance offices

are looking for proven sales pro-fessionals to market Life, Health, Bank and Security Product Sales. Two positions are available, one in the Scranton area and the other in the Tunkhannock area. Generous base salary, plus aggressive commissions and health insurance. Candidates need to have prior experience either Banking, Security Sales and/or Life Prod-uct Sales. Position is a career posi-tion with many



Email resume to: ftkforte@ yahoo.com or send to: P.O. Box 318 Scranton, PA 18504 EOE



MISERICORDIA UNIVERSITY

DIRECTOR OF FINANCIAL SERVICES **EDUCATION AND OUTREACH PROJECT** The person selected will provide leadership to Wall

Street West supported financial services sector grant and outreach activities. In addition to managing the project and relationships with partner institutions, the person selected will actively recruit, coach and mentor non-traditional students in related bachelor's and master's degree programs. The candidate will also have experi ence in grants and contract management and support Master's degree is preferred with a minimum of four years related experiences in financial services, recruitment and educational sales, or equivalent combination of education and experience. The candidate must have excellent communication and computer skills, be results oriented, able to relate to faculty, adult audiences, and businesses. This position is partially grant funded with expectations for continued sustainability

Review of applications will begin immediately.

For confidential consideration, please submit a cover letter, resume, and references to Office of Human Resources, Misericordia University, 301 Lake Street, Dallas, PA 18612, or e-mail: hr@misericordia.edu

Misericordia University is committed to excellence and actively supports cultural diversity. To promote this endeavor, we invite individuals who contribute to such diversity to apply, including minorities & women.

