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110

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68

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Kingston Commons, a Long Term Care Facility

ocated in Kingston, PA, is looking for a Regis tered Dietician. Candidates for this full-time position must possess a Bachelor's degree in Food & Nutrition, have clinical experience in healthcare setting, have a current PA licensure and registration with ADA.

Apply In Person: Kingston Commons 615 Wyoming Ave. • Kingston, PA 18704 Fax: 570-288-8335, or email resume to:

Training

Education/ 522

Training

DALLAS SCHOOL DISTRICT - EOE Immediate Opening: Long Term Sub -High School

Guidance Counselor The position is available August-April during

the 2012-2013 School Year. please submit a letter of interest only. All ers submit a complete application packet. For details visit the Employment page of the district web site, www.dallassd.com All application packets must be received by

Deadline: May 21, 2012

Customer **Support/Client Care**

518 **Support/Client Care**

CUSTOMER SERVICE REPRESENTATIVE

Local manufacturing company is seeking a fulltime Customer Service Representative to join our team. This position serves as the point of contact for customers and proactively works to resolve any customer issues, responsible for monitoring all incoming customer orders and entering orders through web-based software. Must demonstrate strong, effective communication and problem solving skills, promptly communicate with appropriate staff and management and customers to ensure timely and quality delivery of orders, have excellent organization skills with the ability to prioritize tasks, and work well under pressure in a fast-paced work environment. People skills are essential in this position, and the ideal candidate should be friendly, pleasant, and maintain a professional demeanor at all times. Candidate should have at least 4 years Customer Service experience. Even though not required for the position, applicants with a College Degree and Supervisory experience are strongly encouraged to apply. We offer a competitive wage and benefits package. Qualified applicants should apply by mailing a

resume to: c/o The Times Leader Box 4010 15 N. Main Street Wilkes-Barre, PA 18711-0250

503 Accounting/ 503 **Finance**

ACCOUNTS PAYABLE ASSOCIATE

Finance

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and have a working knowledge of Microsoft

office. Excellent written and verbal communication skills are essential. We offer a competitive pay rate and benefits package that includes medical, dental and vision insurance, 401(K) program with company match, vacation and personal holiday

Interested applicants may send result with salary requirements to tschooley@mccarthytire.com or to **Human Resources Department,** McCarthy Tire Service, 340 Kidder Street, Wilkes-Barre, PA 18703.