

Bookkeeper needed immediately

We are looking for a full-time Bookkeeper to assist our office manager with financial record keeping. This position will require maintaining accounting software. You must understand accounting and be working with QuickBooks.

RECEIVER NEEDED

Temporary or Part-time position available
at Green Arrow Resources
in Northgate, British Columbia.
Experience in office management
and accounts payable preferred.
Please call or fax resume to
Green Arrow Resources at
250-582-2288.

Office Admin required Computer literate

Full time Admin
experience a plus
with computer
skills preferred. We
have part time
or flexible work
available
for someone to per-
form a few dif-
ferent tasks.

Server room technician - User & server support specialist

The candidate will have solid experience in user support, server and networking.
The responsibilities include:
User support and troubleshooting issues.
Server maintenance and monitoring.
Network configuration and optimization.

UNIVERSITY POSITIONS OPEN

Two Underwriting and Claims positions available
in Kelowna. One in Underwriting
one in Claims. Both positions
have excellent opportunities.

Applicants must educated Bachelors in
Business or related field. Minimum
Professional Experience, Minimum
of three years and 10 years.

Please contact the
Employment and Community Services
for more information.

INCLUDED

Find the following positions available:

Applicants should have at least
3 years day release and transfer to
other districts preferred.

TEACHERS WANTED.
Apply online at www.k12bc.ca/jobs/