

# THE LIBERAL classifieds 884-1105 - 1106

## Help Wanted



**\$100. FAIRVIEW**  
All you need is a figure aptitude for this accounting trainee position.

**\$106. YORK MILLS**  
Enjoy copy typing? This is a nice uncomplicated position in a small office.

**\$115. YONGE-LAWRENCE**  
Use your typing ability and get back into the swing in this small congenial office.

**\$130. LAWRENCE-DUFFERIN**  
Variety is the name of the game in this super position where you can use your typing and get ahead.

**\$150. KEELE - FINCH**  
Show off your initiative working as a Dicta Secretary to the President and Sales team.

**\$150. SHEPPARD - DUFFERIN.**  
This company seeks your bookkeeping and typing expertise to work in their super plush office.

**No Appointment Necessary**

1315 Finch Ave. at Keele, Suite 206 630-0064  
5 Fairview Mall Dr. Suite 260 493-6880  
3089 Bathurst St. at Lawrence 787-0397

## EXPERIENCED WAREHOUSE HELP

Required  
Must be reliable and dependable  
SALARY COMMENSURATE WITH EXPERIENCE  
Apply:

70 Newkirk Rd.  
Richmond Hill, Ontario

## Happy Hour Card 'N Party Shop

Requires

Full & Part Time

## Sales Help

Apply at Store

Hillcrest Mall - Richmond Hill

## NCR 3600 Bookkeeping Machine Operator

Person to handle complete set of books  
CALL HOWARD WASSERMAN 889-1145

## TRAVELWAYS

### SECURITY

## Night Security Person

and

## Day Shift Security Officers

Plain Clothes  
Required Immediately  
For New Shopping Centre

Positions permanent — Good working conditions.

Apply in person to:

Mr. B. Whitworth Management Office  
HILLCREST MALL  
Yonge St. at Carrville Rd. Richmond Hill

## Secretary

Executive Secretary of local real estate board requires mature person for secretarial duties including bookkeeping.

SHORTHAND AN ASSET

For interview call

Mrs. Cruse,

889-7622

## JANITOR

An opportunity for a self disciplined person with excellent working hours available.

For more information call

JOHN BUCHANAN

Don-Little Ford Sales Inc.

Richmond Hill 889-1105

## Instrument Mechanic (Trainee)

A technical graduate is required by a small company in Richmond Hill, specializing in air measurement instruments.

We will train the successful applicant on an approved course. On completion of the course, the applicant will be able to calibrate and repair electro-mechanical measuring instruments.

### QUALIFICATIONS:

1. Technical graduation (preferred)
2. Mechanical aptitude
3. Some electronic background
4. The ability to absorb and utilize the training offered.

For appointment phone - 884-1191

## Accounts Payable Clerk

With NCR experience

Required for a progressive construction company.

FINCH-YONGE AREA.

CALL MRS. MALONEY

222-6585

## SERVICE ADVISOR'S ASSISTANT

Excellent opportunity for a person with good appearance and an ability to greet customers at our Service Reception. Duties also include filing, telephone reception and driving.

Applicant must have chauffeur's license.

Apply to: John Buchanan

Don Little Ford Sales Inc.

Richmond Hill

Richmond Hill 889-1105

## CLERK-STENOGRAPHER

STARTING SALARY: — \$5,950.00 to \$6,600.00 per annum (1974)

QUALIFICATIONS: — Grade 12 Business & Commerce. Dicta, shorthand and excellent typing skills are required. Several years' experience, preferably in a Municipal Government.

DUTIES: — To carry out stenographic duties in the Area Services Branch (Planning) including comprehensive reports, correspondence, filing and minor accounting functions.

APPLY IN WRITING BEFORE DECEMBER 9, 1974 TO:

PERSONNEL CO-ORDINATOR  
THE REGIONAL MUNICIPALITY OF YORK  
Box 147, Newmarket, Ontario

## SENIOR BOOKKEEPER FULLY EXPERIENCED IN

Accounts Receivable  
Accounts Payable  
Financial Statements  
General Ledger

APPLY: DOROTHY BAKER

Granny's Country Oven Bakery Ltd.

24 INDUSTRY ST. S., AURORA

727-9416

SERVICE station attendant, mature person experience preferred, neat appearance, references. Days only. Apply Texaco, 7161 Yonge St. Thornhill.

TELLER

EXPERIENCED, Toronto Dominion Bank, No. 7 Hwy., Concord, 669-1952.



## INTERMEDIATE SECRETARIES

\$135. plus

Several exciting positions are now available for bright ambitious secretaries with good typing and either shorthand or dicta skills. You will receive a top starting salary, very good company benefits and a secure rewarding future. Some working experience preferred.

## CLERK TYPISTS

To \$125.

We have openings at the moment for several ambitious individuals with good typing skills and little or no working experience. Several of these positions are in Richmond Hill and areas north of that. Great future prospects.

MANY OTHER EXCITING OPPORTUNITIES NOW AVAILABLE.

2025 Sheppard E. (Honeywell Bldg.)

493-6440

## THE REGIONAL MUNICIPALITY OF YORK MUNICIPAL ENGINEER

STARTING SALARY: \$19,000.00 to \$23,750.00 per annum (1974)

DUTIES: Responsible to the Commissioner of Engineering to assess and report upon the engineering aspects of all development proposals submitted to the Region for approval, and to conduct liaison with all interested agencies regarding development. The Municipal Engineer will be required to assess and report upon the need for future engineering services.

QUALIFICATIONS: Registration or eligibility for registration as a Professional Engineer, Civil Branch in APEO. Extensive experience in all aspects of Civil Engineering, preferably in a municipal environment.

Application enclosing a resume will be received before December 20, 1974 by:

PERSONNEL CO-ORDINATOR  
THE REGIONAL MUNICIPALITY OF YORK  
Box 147, Newmarket, Ontario

1 TON

## TRUCK DRIVER

for

Construction Equipment Rental firm

Good opportunity for advancement to mechanical position, with in-shop training over the winter months.

EXCELLENT COMPANY BENEFITS

Core Rentals Ltd.,  
889-9644

## Accounts Payable Receivables Control Cash Deposits

If you like working in a busy friendly office, in a responsible position with no room for boredom and have proven experience directing, recording and trouble shooting in the above areas.

Call Howard Wasserman

## Travelways

889-1145

York County Board of Education

AREA 4

Requires

CARETAKERS  
and  
CARETAKERS

with 4th Class Engineer papers for schools in Markham and Richmond Hill. Shift work.

STARTING RATE \$3.75 PER HOUR

Mail applications to:

York County Board of Education

AREA 4

283 Neal Drive, Richmond Hill, Ont.

ATTENTION: J.E. CRITCHLEY

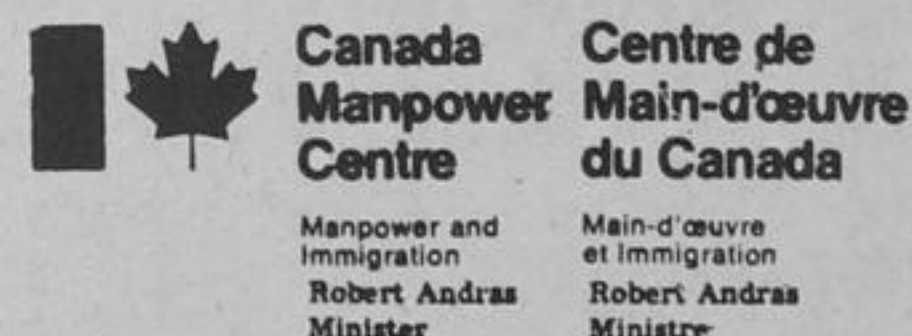
## Bakery Supervisor

Expanding local bakery requires Production Supervisor. Experience preferred but would consider person wishing to step up. Salary commensurate with experience.

APPLY: MR. WATSON

Granny's Country Oven Bakery

727-9416



## INTERESTED IN CHRISTMAS EMPLOYMENT?

Your help is needed at the Post Office to work in the North York area.

TYPES OF JOBS AVAILABLE

MAIL SORTERS  
LETTER CARRIERS

Wages

\$2.50 per hour for inside work.  
\$2.75 per hour for outside work.

SHIFTS AVAILABLE NOW:

DAY SHIFT — 8:30 a.m. or 9 a.m. until work on the route is completed. For letter carriers only — in the Willowdale and Richmond Hill area.  
NIGHT SHIFT — 11:30 p.m. to 6:30 a.m. or 11:59 p.m. to 6:30 a.m.

To apply for work at the Post Office, come and pick up an application form at:

THE NORTH YORK CANADA MANPOWER CENTRE,  
5799 YONGE ST., WILLOWDALE, ONTARIO.

TELEPHONE 221-9343  
OFFICE HOURS 8:15 a.m. to 4:15 p.m.

## MOLD MAKERS AND TOOL MAKERS

Excellent working conditions, full benefits, time and half after 8 hours.

889-7651

## A JOB OR A CAREER?

If you are not satisfied with your present position, consider the advantages of a sales career with the Prudential Insurance Company of America.

- Unlimited income potential
- Comprehensive employee benefits
- Flexible hours and freedom of action
- Excellent prospects for advancement
- Personal satisfaction

We have an opening for someone with initiative, a real desire to get ahead and who enjoys dealing with people. Prudential offers you the most advanced training program in the industry and you earn while you learn. Immediate remuneration plus commissions.

For more information, call Norm Mabley at 884-9536 in Richmond Hill

District Office  
10212 Yonge Street North  
Richmond Hill  
889-2848



## FITTER - WELDERS MACHINISTS

Required by progressive conveyor and packaging machine manufacturer. Must have several years experience and able to read blueprints. Also, mature pick-up truck driver, mechanically inclined and able to do odd jobs in machine shop.

## GENERAL CONVEYOR CO. LTD.

107 DONCASTER AVE.  
THORNHILL  
889-7811

## Part Time MATURE PERSON

with grill experience

Saturdays and Sundays only

8 a.m. to 4 p.m.

669-1322

## HOSTESSES WAITRESSES PART TIME BARTENDERS

(Female or Male)

APPLY

HONEY POT TAVERN

889-4988

## Invoice Typist

We require a person for invoice typing and filing. Salary commensurate with experience.

Apply:

The Robert Hunt Co.  
250 Bowes rd., Concord 669-1104

## NIGHT COOK Full time

No experience necessary  
WILL TRAIN  
Apply: Bruce Reid, Manager

SCOTT'S CHICKEN VILLA

Richmond Hill

## Service Station Attendant PART TIME

2 nights a week and Saturdays.

884-3440

MATURE person required for Night Security. To work inside with some maintenance duties. Attractive wages. McMichael Canadian Collection, Kleinburg, 893-1121.

GROWING company urgently needs men and women with car, part or full time. \$3 to \$5 per hour. 895-6532. c1w 22

RECEPTIONIST wanted, 3 to 4 evenings per week, experience not essential. Please reply stating expected salary. Box 108. c1w 22

WAITER-WAITRESS, full time, Allencourt Restaurant, 884-5952. c2w22

AN EXPERIENCED bookkeeper, full time position, manual system, Richmond Hill Location. 364-1052.

SERVICE Station attendant, part time. Neat appearance, mechanically inclined. Apply Texaco, 7161 Yonge St., Thornhill.

EXPERIENCED Presser required for dresses. Male or female. Good wages. 884-0159. t1c51

## HAIRDRESSER APPRENTICE

No experience necessary. 884-6811.

FACTORY Help required in concrete products packaging plant. Apply: Mr. Baldwin, 889-6291 or to plant at 89 No. 7 Hwy., east. (Between Yonge & Bayview) t1c21

WAITRESS-WAITER After school, part time hours 4-9 p.m. Call 887-5150

HALFWAY HOUSE

t1c20

DRIVERS wanted full and part time. Thornhill Taxi, 881-1717. t1c51

## Ice

Maintenance Person

required for Private Country Club. No experience necessary. Please contact

MR. GATTINGER

889-4833

c1w22

## PART TIME HELP

Two pleasant energetic girls at Sales Help for New Homes, New Leslie, north of Steeles Area, to cover Sales Office Monday to Friday 2 p.m. to 6 p.m. Saturday and Sunday, 10:00 a.m. to 6 p.m.

CALL MR. BLOMFIELD

282-0884 after 10 a.m. Thursday accepted.

c1w22