



CHILDREN'S SERVICES COMMITTEE EXECUTIVE SECRETARY

The Regional Municipality of York has recently initiated a Children's Services Committee to plan and co-ordinate all children's services within the Region, as a demonstration project sponsored by the Province of Ontario.

SALARY:
\$24,783.00 to \$30,291.00 per annum. This appointment will be an annual contract and the salary will be negotiated in relationship to qualifications and experience.

QUALIFICATIONS:
Graduate of a Degree level course in Social Services or equivalent qualifications with a broad understanding of the provision of services to children, experience in working with voluntary boards and an understanding of municipal government.

RESPONSIBILITIES:
The Executive Secretary will be responsible for the secretariat functions of the voluntary board including the convening of meetings, preparation of reports, directing the review of existing services, assisting in the identification of needed services and community liaison. The secretary will be responsible to the Commissioner of Health & Social Services for administrative purposes.

APPLY IN WRITING UNTIL JUNE 14, 1979 TO:
R. H. SCULLION
PERSONNEL CO-ORDINATOR
THE REGIONAL MUNICIPALITY OF YORK
BOX 147, NEWMARKET, ONTARIO

PARTTIME RECEPTIONIST FOR DENTAL OFFICE

Experience preferred but not essential
884-1462
Between 2 - 4 p.m. only

HOUSEKEEPER FULLTIME

For small nursing home. Monday to Friday.
889-7072

MECHANICALLY INCLINED PERSON

For drive-line and brake shop. Concord.

661-8865

KEYPUNCH OPERATOR

2 years Canadian experience.
Pleasant working conditions. Full benefits.

Hwy. 7 and Keele area
669-9814 Ext. 21

ACCOUNTING STUDENTS

Junior, intermediate & senior, enrolled or willing to enroll in recognized accounting course. Please reply in writing to

REID & BRADLEY
CHARTERED ACCOUNTANTS
10256 YONGE ST.
RICHMOND HILL

STUDENTS TO PRUNE CHRISTMAS TREES BEGINNING JUNE 18th

State Grade completed, address, phone number. Transportation is provided. Reply to:

CHRISTMAS TREES, BOX 85
DOWNSVIEW, M3M 2Z9

SLITTER OPERATOR FOR A GROWING COMPANY IN BRADFORD

EXPERIENCED PREFERRED.
GOOD WAGES AND BENEFITS
775-7901 or 881-3810

CHILD CARE COUPLE WANTED

A couple preferably with no children as assessment home parents. Child care training and experience vital. Home located in York Region near Toronto House. All expenses paid. Salary in range of \$20,000 and weekly relief. Must be able to work closely with agency staff. Resumes will be accepted up to May 25th, 1979 and should be forwarded to:

PLACEMENT TEAM
Family and Children Services
of York Region
85 Eagle St. W. Box 358
Newmarket L3Y 4X7

LOOKING FOR WORK?

We manufacture insulation and require University students for fulltime summer employment. Only interested diligent workers need apply. Basic hourly wage rate plus merit increases, for above average workers. Apply in person:

FIBRE THERM CORP.

169 Centre St. E., Richmond Hill
(10 a.m. to 2 p.m.)

HI-CORPS

Office Assistance Ltd.
10084 Yonge St., Richmond Hill
URGENT

- EXECUTIVE SECRETARY - shorthand, own transportation. Thornhill. \$200 +
 - DYNAMITE FRIDAY - for accounting and secretarial duties. Concord. Own transportation. \$200. +
 - DATA ENTRY OPERATOR - for accounts receivable. Markham area.
 - INTERMEDIATE SECRETARY - for marketing department of manufacturing firm, business grad preferred. Concord. own transportation. \$180.
- Many other permanent & temporary assignments available
884-6782 884-6970



The Canadian Tire Associate Store

at 10288 Yonge St., Richmond Hill

Has the following summer jobs available immediately

- FULLTIME**
- SALES CLERK
SPORTS DEPT.
 - WAREHOUSE CLERK

Must be able to drive standard 1/2 ton truck for both of the above positions and be willing to work Saturdays and some evenings.

PARTTIME

Three positions available for evenings and Saturdays for Senior High School students with possible fulltime hours in the summer.

For the above positions please apply at the
Canada Employment Centre For Students
10144 Yonge St., Richmond Hill
or Telephone
884-1584

MANAGEMENT OPPORTUNITIES

A fast growing convenience food store chain requires self-starting, business orientated individuals, who would like a challenging opportunity to be self-employed. Manage and operate one of our retail outlets in Richmond Hill area.

Full training is provided, no investment required, remuneration, working conditions and opportunities for advancement are very attractive.

If you enjoy dealing with people, we would like to hear from you.

Please call toll free at:

1-800-268-4421
or **4420, Ext. 203**
or **698-8282**

The Personnel Department
The Becker Milk Co. Limited
671 Warden Ave., Scarborough
Ontario M1L 3Z7

ALUMINUM SALESPERSON

Must have knowledge of siding, soffits, fascia, eavestrough, and able to measure up house. Sales from incoming phone calls, well established commission percentage negotiable.

883-4797 after 6 p.m.

ENGELHARD

INDUSTRIES OF CANADA LTD.

PLANT NURSE

Duties include plant first aid, safety programs, typing, plus security related functions.

GOOD COMMUNICATIONS AND INTERPERSONNEL SKILLS REQUIRED.
EXCELLENT COMPENSATION PACKAGE
FULL COMPANY PAID.
Please forward details of background work history and qualifications to:

WANDA McTAGUE
PERSONNEL DEPARTMENT
512 King St. E.
Toronto M5A 1M2

INTERMEDIATE

SECRETARY

Required by Richmond Hill import/export company. Successful candidate will have accurate typing, general office procedures, good telephone manner and ability to work on own initiative. Please call:

Pat Bransfield

884-0871

Playtime Centre

Responsible person for Assistant to Playtime Centre Supervisor.
5 day week, 10 a.m. to 4 p.m.
Pleasant conditions in Auditorium of Shopping Centre. Prefer experienced with Early Childhood training or Mothercraft training.

Apply: Management Office
2nd Floor, Hillcrest Mall
9350 Yonge St., Richmond Hill

ORDER DESK/ SALES TRAINEE

Canada's largest manufacturer of metal furniture for homes and institutions requires an energetic, well spoken individual to initially assume order desk duties and train for a future position in sales. Must be able to handle pressure; high school graduate preferred.

Please Contact
Mrs. S. Kaminski
669-2420

R.N.A.'S

AND

NURSES AIDS

Required for full-time & summer relief positions at

THE VILLA PRIVATE HOSPITAL
THORNHILL 889-4931

SKILLED HELP WANTED

Unissetter or ACM 9000 operators needed immediately. Part time and full time. Phone Mr. John.

669-1781

ORDER CLERK

Doncaster Medical is adding another person to the order department staff. We are looking for an individual who has some office experience, a good telephone personality, neat & accurate in their work, and has an inquiring mind. The position requires considerable contact over the phone & in person with the aged and the handicapped. The company has an extensive & fully paid employee medical plan.

Minimum starting salary is \$740.

Applications available at
140 Doncaster Ave., Thornhill

CLIENTEL WAITING FOR

YOU EXPERIENCED HAIRDRESSER REQUIRED

Part Time or Full Time
727-2015

THORNHILL BOOKKEEPER/TYPIST/ RECEPTIONIST

Required for Condominium office

Call **889-7045**

COSMETICIANS

Boots Drug Stores has shown real popularity and growth since coming to Canada. In that time, cosmetics has become one of our most successful product areas, and our quality and variety of choice is one of the reasons why millions of people across the world shop at Boots each week.

We'd like you to become a part of our professional service. It's a special kind of service that continues to attract more and more customers for us across Canada.

We're currently looking for cosmeticians to work in the Richmond Hill area who have completed a cosmetics sales course and have at least two years of retail experience. You should have a good knowledge of product lines, strong communication skills and be enthusiastic about selling. To apply, please call: Personnel Department, Boots Drug Stores (Canada) Ltd. 923-3553.



A growing trading company specializing in a wide range of food products, requires the services of a:

TRAFFIC ASSISTANT

Good typing and document handling skills together with a minimum of 2 years office experience. Reply in confidence to:

Pat Bransfield, Traffic Manager

BRANSON TRADING LTD.,
344 Newkirk Rd., Richmond Hill
884-0871

SCHOOL BUS DRIVERS

Two drivers required for School routes and charter trips. Experience preferred but will train suitable applicants. This job would be suitable to University Students looking for summer employment. Applicants must be over 21 years of age and qualify for a Class B licence. Apply in person only to:

Doug Babcock
**TRAVELWAYS SCHOOL
TRANSIT LTD.**
30 Heritage Road,
Markham

YORK REGION FAMILY Y DAY CARE CENTRE

83 Dunlop St., Richmond Hill
requires experienced early childhood educator. Must be warm and enthusiastic with diploma or diploma in progress.
Responsibilities: Able to plan and be responsible for our all-day program for 2 to 5 yr. olds. Duties to commence early summer or fall.

Apply **884-4811 or 773-4591, Lois Ball.**

KEY PUNCH OPERATOR
EXPERIENCED ON NUMERIC KEY PUNCH
BOARD ESSENTIAL.
Experience with I.B.M. 3742 Data entry
would be an asset.

APPLY IN PERSON
PERSONNEL DEPT.
O.E.L. MANUFACTURING
TOLL ROAD
HOLLAND LANDING

ENGELHARD

INDUSTRIES OF CANADA LTD.

WEIGHING CLERK GOOD MATH APTITUDE

Knowledge of metric system an asset.
**MUST BE WILLING TO WORK
AFTERNOON SHIFT.**
**GOOD STARTING SALARY WITH
FULLY PAID COMPANY BENEFITS**
PLEASE CALL
362-3211
Ext. 85



**Black Hawk
Motor Inn**
10711 Yonge St.,
Richmond Hill

MOTOR INN
EXPERIENCED WAITRESS-WAITER
and
COCKTAIL WAITER-WAITRESS

Apply in person to Joe Zito
After 2 p.m.

BLACK HAWK MOTOR INN
10711 YONGE ST.
RICHMOND HILL

Parttime person
Required
to help with Polo Ponie
immediately.
964-2471
9 to 5 p.m.

Part-time
Good Hours
895-2381

PARTTIME BOOKKEEPER SECRETARY

Half days. Thornhill. Close to transportation.

889-3413

R.L. POLK & CO. LTD.
HOUSEHOLD
DISTRIBUTION
DIVISION

Carriers age 11 - 17 years required in Richmond Hill area for a distribution of flyers, catalogues & advertising material. Routes available close to your home. After school & Saturday deliveries. Must be dependable.

755-0953 9 a.m. - 5 p.m.

TELEPHONE SALES

Our top sales person earned **\$190 in one day. They average over \$300 weekly. You too can earn \$150 to \$300 per week. Telephone sales-selling to businesses.** Apply:

**SUPERB CLEANING
PRODUCTS LTD.,**
10620 YONGE ST.,
SUITE 209,
RICHMOND HILL
884-1305

OFFICE HELP

Experienced help required for a pleasant office in Richmond Hill. Accounts receivable and payable. Some typing, approximately 16 hours per week.

884-2470

WELDER-FITTER

Required by progressive conveyor & packaging machine manufacturer for light structural fabrication. Must have several years experience and be able to read blueprints. Evening interviews arranged

889-7812

ATTENTION

Earn that extra income needed for life's luxuries. Work on your own time in your own home. For interview call

775-3045
12 pm to 8 pm

Experienced
HAIR STYLIST
Apply in person
FINGERS & FACES
Hair Place
248 Main St.
Newmarket
895-9221