

An intelligent pleasant individual for manufacturing company in the Keele & Hwy. 7 area. Duties to include typing, telephone answering and general office duties.

669-5580

between 10 a.m.-3 p.m.

WORKERS

Required for office furniture factory. Positions are permanent full time. Experience preferred but not necessary.

669-9469

RECEPTIONIST

SECRETARY

Required by Richmond Hill law office. Graduate of legal secretarial course preferred. Please send a brief resume to:

LAWLOR & LECLAIRE
10265 YONGE STREET
RICHMOND HILL
ATTN: VIRGINIA WEST

ELECTRICIAN

A licensed maintenance electrician is required for preventive maintenance and repair work as well as for new installations in our modern manufacturing facilities in Richmond Hill. Must be flexible and willing to perform other duties from time to time. Ability to maintain schematic drawings is essential. At present, the requirement is for day shift only.

A competitive salary and comprehensive benefit program are provided.

Apply in writing to:
DOW PHARMACEUTICAL
Dow Chemical of Canada Ltd.
380 Elgin Mills Rd. E.,
Richmond Hill, Ont.
L4C 5H2



J. MICHAELS

Has several openings for mature salespeople. Must be over 25 with three years experience in ladies better fashions.

245-5777

THE FABRIC & DRAPERY MILL OUTLET
REQUIRES PARTTIME
SALESPERSON/CASHIER
2 - 3 evenings and Saturdays. Sewing experience necessary.

CALL MR. McINNIS
495-6919

**IF YOU WANT WORK
WE WANT YOU!**

We're loaded with temporary industrial assignments. We've got more orders than we can fill.

FOR GENERAL LABORERS, WAREHOUSE WORKERS,
LOADERS, UNLOADERS, ETC.

Work boots and phone required. Car an asset. Please call:

DOWNSVIEW, WESTON
636-4594

MANPOWER TEMPORARY SERVICES

DRIVERS

Doncaster Medical requires the services of mature individuals for the delivery of patient aid equipment including oxygen. Successful applicants will have a clean driving record, minimum of ten years experience and possess supervisory qualities including an aptitude for working with others. Extensive company paid benefits are provided.

APPLICATIONS AVAILABLE AT
140 DONCASTER AVE.
THORNHILL

FULL AND PART TIME

- ✓ Cooks
- ✓ Bakers
- ✓ Dishwashers
- ✓ Maintenance Personnel
- ✓ Waitresses

• Attractive salaries • Excellent employee benefits
• Pleasant working conditions • Experienced preferred. Apply in Person:

VOYAGEUR RESTAURANT

HWY. 400, MAPLE

- SECRETARIES
- STENOS
- DICTA TYPISTS
- TYPISTS

Required for temporary assignments. We offer top hourly rates and confidential feed back on your performance on each job and when you qualify, a Sterling Silver necklace from Tiffany's to reward performance. If you are experienced and want to earn money, call now.

DOWNSVIEW/WESTON

636-4594
MANPOWER TEMPORARY SERVICES

BOOKKEEPER

Experienced. Complete set of books, including balance sheet and P and L. Some typing 35-40 wpm. Small office Concord, Ontario.

669-4669

HARDWARE

SALES CLERK

One permanent full-time position available. Will consider a student taking a year off school. Some hardware experience helpful. Apply in person to:

MR. MYLES
CANADIAN TIRE STORE
10288 YONGE ST., RICHMOND HILL
THURS. & FRI. 2 - 5 P.M.

COUNTER PERSON

Required for a plumbing and heating wholesale. Knowledge in plumbing material essential.

884-1171

TYPIST

Fast and accurate for Thornhill office. Hours 8:30 - 4:30 p.m. Salary commensurate with experience. CALL SANDY

881-3023

FULLTIME

ISLAND ATTENDANTS
and Cashiers. Apply:
SERVICE CENTRE B P 400
400 Hwy.
King City
or call **832-2305**

EXECUTIVE DIRECTOR

Richmond Hill and Thornhill Area Family Services is accepting applications for the position of Executive Director (Permanent, part time position).

Responsibilities include:
- Directing The agencies
- Supervising and Training staff
- Development and implementation of educational programmes.
- Representing the Agency on various organizations.

Qualifications: - M.S.W. preferred or equivalence.

SUBMIT APPLICATIONS TO:

Chairman, Personnel Committee
Box 224
RICHMOND HILL, ONTARIO L4C 4Y2

**LOT MAN DRIVER
REQUIRED**

Aurora Ford Dealership
Good salary & benefits. Call for appointment.

MECHANICS

Required for Aurora Dealership. Exc. Rate/Benefits Call for appointment.

**NEW & USED CAR
SALESPERSONS**

Required
Exc. Commission Structure & Benefits
Call for Appointment.
North Yonge Ford Aurora

Collect **787-5462**



Hillcrest Mall
requires
Experienced
Part-time
SALES PEOPLE

To work days, evenings & Saturdays in our Richmond Hill Store. Company benefits include discount on employee purchases, profit sharing etc.

PLEASE APPLY IN PERSON TO:
SEARS
PERSONNEL OFFICE
HILLCREST MALL
RICHMOND HILL
MON. - FRI. 9:30 a.m. - 5:00 p.m.
SIMPSONS-SEARS LTD.



Hi Corps Office Assistance Ltd.

10084 YONGE ST. RICHMOND HILL

We have openings with Richmond Hill clients for the following:
GENERAL SECRETARY - good typing, some telex and excellent telephone manners. Pleasant working conditions and excellent salary.
BOOKKEEPER/TYPIST - for small office, excellent growth opportunity, should be able to do up to trial balance.
RECEPTIONIST - Must have experience on S.G. 1 3000 Switchboard, paging/intercom.
We have many openings immediately for temporary office personnel.

884-6782

884-6970

**GIRL/BOY
FRIDAY**

Required for Richmond Hill heating & air conditioning firm. Typing, neatness a must.

CALL LILLIAN
881-2706

ASSISTANT MANAGER

Required
For toy and sports store. Experience in sports a must.

883-1689

SECRETARY

• If it is a career you are looking for, then you are the candidate for us.
• We require a bright, personable individual for our Client Reporting Department.
• Must have 60 wpm typing, excellent telephone manner and good command of the English language.
• Top salary available for the right applicant.
Call:

Miss K. Gibson
494-1250

COUNSELLOR

Richmond Hill and Thornhill Area Family Services is accepting applications for the position of counsellor (Permanent Part time position). Responsibilities include counselling those with problems related to marriage, family and personal matters.

Submit applications to:

Chairman,
Personnel Committee
Box 224, Richmond Hill, Ont.
L4C 4Y2

**FULLTIME
COUNTER HELP**

Mature person, good future for someone interested in management. Call

884-0124 BETTY JONES

Immediate opening for
FACTORY WORKERS
Day and night shift. Apply in person to

**273 ENFORD RD.,
RICHMOND HILL**

ACCOUNTS

PAYABLE

CLERK

Required by furniture manufacturer, Keele & Hwy. 7 area. Jobs includes account reconciliation and applicants should be good with figures. Some experience preferred, but will train suitable person. Call Mrs. Cruikshank

669-2420

**M.D.S.
LABORATORIES**

Requires a parttime accounts receivable clerk to work evenings. Typing experience necessary and experience in a medical office may be an advantage. If interested and qualified, please call Mr. Cox

884-7112

For an appointment

DRIVER REQUIRED

For one ton truck, must be familiar with Toronto and surrounding area. Apply in person to:

CORE RENTALS LTD.
234 NEWKIRK RD., RICHMOND HILL

SALES WOMEN/MAN

Who has a flair for decore is required for our new store at Hwy. 7 & Hwy. 48 by

ST. CLAIR
THE PAINT AND PAPER PEOPLE
Call 789-0561



**MULTILITH
OPERATOR**

Skilled on 1250 and T51 press. Job shop with variety of forms and color work. Excellent wages and benefits based on experience and ability.

Thornhill area.

889-2971



Requires an ambitious, sales oriented individual who desires a career, not a job. For the Aurora/Newmarket area. We offer excellent benefits and guaranteed training allowance. For a confidential, fact finding interview, call:

Mr. J. Weber
630-0995

**BOOKKEEPER
ASSISTANT**

For accounts department at Parkway Hotel. 8 a.m. - 4 p.m. daily. Mon. - Fri. References required. Must be area resident & have own transportation. Apply Mrs. M. Wilson

881-2121

LABORER

For non-ferrous foundry. Steady job, good wages, fringe benefits. Apply in person.

**GAMMA
FOUNDRY
CO. INC.**

75 NEWKIRK ROAD
RICHMOND HILL
884-8992

**STABLE
HELP
WANTED**

Experience in handling thoroughbred horses essential. Permanent position. Markham area. 366-8974 days, 297-3023 evenings

**BOOKKEEPER
FOR PRIVATE
HOSPITAL**

Must have bookkeeping experience.
**SHOULDCICE
HOSPITAL**
7750 BAYVIEW AVE., THORNHILL
For appointment call
889-1175
Between 9 am - 4:30 pm

HELP!

Capable person required to
**TRAIN AS
STEAM CLEANER**

Must have car
Please call Paul
883-4832

**JUNIOR
OFFICE
CLERK**

Temporary, transportation required.
Mrs. Lawrence

889-6882

**FULL TIME
SALES PERSON**

Needed for childrens shoe store. Must be mature and neat. Apply in person only between 9:30 a.m. & 12 noon August 16 & 17.

KIDDY KOBBLER
Hillcrest Mall
Richmond Hill, Ont.

**FULLTIME
AND PART TIME
COUNTER
HELP**

All shifts
884-8456

Waitress/Waiter

For first class dining room. Excellent working conditions. Permanent position. Own transportation required.

Call Mr. Jacobs
881-2121
PARKWAY HOTEL

**WAITRESS/
WAITERS**

For private country club dining room and bar. Part time, full time, experience not necessary.

CALL MR. WEIR
297-1711

**Experienced
Waitress & Waiter**

Apply in person to
Kings Inn Tavern
640-6400

**REGISTERED
NURSE**
FULL TIME
3 TO 11 P.M.
895-5138