



REAL ESTATE AS A CAREER
THE TIME IS NOW!

You are an enthusiastic self-starter, value independence, want to determine your own income. Find out how in a few short weeks. You will, with:

SAFEGUARD'S

- Sales Training Programme
- Management Assistance and Support
- Super Commission/Bonus Structure

Know the rewards and opportunities a successful Real Estate Professional enjoys. We have a few openings for experienced and new agents at our Branch Hwy. 7/McCowan.

call **MARY MUIR 471-4900**

ROUTE SALES/DRIVER

required for expanding food company \$500 - \$700 per week commission vehicle and training provided Call Mr. Grant Pickering **686-2625**

RECEPTIONIST UNIONVILLE

Busy chiropractic office desires high energy front desk receptionist. Must have minimum 60 wpm. Typing and good office & communication skills. Will train the right person. Call **479-1129**

SWIMMING POOL CONSTRUCTION WORKERS

no experience necessary \$6 per hour Call **474-1899**

STUDENTS WELCOME

30-40 people needed for packaging during October. Flexible hours. Days/after school/weekends.

Register now.

475-3637



SHOPPER'S DRUG MART MARKVILLE SHOPPING CENTRE

has the following positions available

STOCK CLERK

permanent full time, willing to work night shift.

CASHIER

part-time days 2-3 days per week, approximate hours 9-4

Apply in person

Monday to Friday from 10 - 5

SPORTS MARKETING FIRM

located in Warden/Steeles area requires a bondable, intelligent person to handle warehouse. Duties include shipping, product assembly and some deliveries. Growth opportunity.

Call Mr. Charles

474-9101

SEWING MACHINE OPERATOR

Experienced, for office furniture. Full Time. Woodbine/Steeles

475-0531

SECRETARY/RECEPTIONIST

experienced required for Remax Markville Realty Ltd. Full Time & Part Time positions available. Call Terry Vogan. **477-5500**



Established Markham Chev. Olds Dealership requires the following individuals to join our busy, expanding Service Department.

CLASS "A" LICENCED MECHANIC

\$13.50 per flat rate hour (presently under review)

CLASS "A" LICENCED TRANSMISSION SPECIALIST

\$13.50 per flat rate hour (presently under review)

EXPERIENCED NEW VEHICLE CLEAN UP PERSON

CAR JOCKEY

7:30 am - noon Mon. - Fri.

You will have the opportunity to be part of a Company presently No. 1 in Customer Satisfaction and offering excellent benefits with a solid future.

For personal interview contact **RALPH FORAN**

294-1440

ADMINISTRATIVE SECRETARY

Bright, energetic and well organized individual to fill position in the Promotion/Publicity Department of a major Canadian Book Publisher. Must have excellent communication skills.

Contact George Maddison

477-0030

BOOKKEEPER

5 years experience in accounts payable and computerized payroll. For appointment call

298-9960
(2pm - 5 pm)

EXPERIENCED LEGAL SECRETARY

Woodbine/Steeles area Full time position Corporate/Commercial and/or Real Estate Call **474-0944**

GIRL FRIDAY

Excellent opportunity for a full time Girl Friday to work in a small business office in the Steeles/Warden area.

Must be able to work independently, have bookkeeping, typing and general office experience.

Salary commensurate with experience. Please reply with resume to:

Box 4077

Economist & Sun
9 Heritage Road
Markham, Ont. L3P 1M3

LEGAL SECRETARY

required For General Practice including Corporate, Estate and Litigation.

Please reply in writing outlining experience and salary expected to:

Cattanach, Hindson, Sutton & Hall
52 Main St.
Markham, Ont.
L3P 1X5

ORDER ENTRY/CUSTOMER SERVICE/EXECUTIVE SECRETARY

A bright efficient versatile person (non-smoker) with at least 3-5 years working experience is required to act as an **ORDER ENTRY/CUSTOMER SERVICE/EXECUTIVE SECRETARY** for a small Canadian office of a major U.S. glass and packaging company. Top typing, telex, filing and telephone skills are essential. Micro computer/word processing skills are desirable.

Good working conditions and fringe benefits. Salary commensurate with experience.

Location: Markham Rd. and Finch area, Scarborough.

Please forward resume in confidence to the attention of:

Owens-Kimble
Unit 15, 151 Nashdene Court
Scarborough, Ont.
M1V 2T3

REQUIRED IMMEDIATELY

Person for small business office. Good working knowledge of computer operations and/or word processing essential. Good telephone manner & typing skills required. Full or part time. Flexible hours.

Location Concord
Telephone for appointment

738-1570

RECEPTIONIST FOR SCARBOROUGH OFFICE

Experienced in all facets of office procedures. Telephones, accurate typing, must have own transportation.

For appointment call

298-9960
(2pm - 5pm)

RECEPTIONIST/SECRETARY

Required to answer phones and perform general office duties, i.e. typing, filing, make travel arrangements etc. Word processing skills are an asset. Previous experience is required. Please send resume or contract

R. Dobson
Canadian Applied Technology
16th Ave.
Buttonville Airport
Markham, Ont. L3P 3J9

477-6681

SECRETARY

Available from Sept. - Nov. We require an organized individual for our marketing department on a temporary basis.

If you have: 60 wpm/dictaphone/good telephone skills and interested in a 3-4 day work week, please send us your resume stating experience and salary requirements to:

Mrs. B. French
555 Alden Road
Markham, Ontario
L3R 3L5

SENIOR REAL ESTATE SECRETARY

For a 2-man law firm in Stouffville.

Please reply to Box 3525

c/o The Tribune
Stouffville, Ont.
L0H 1L0

TRIDEL SECRETARIAL POSITION

Pleasant conscientious individual required for full time in Markham condominium sales office. Typing skills and office experience required. Salary commensurate with experience. Contact Kate Watson at **622-4015**

Secretary Wanted

Insurance Agent needs a dependable person with good basic secretarial skills. Knowledge of the insurance business helpful but not required. Starting salary \$5.50 per hour.

Send resume to P.O. Box 44
Markham, Ont. L3P 3J5

Equal opportunity employer

294-7415

ADVERTISING SALES REPRESENTATIVE PART TIME

A rapidly expanding consumer publications company is seeking a part-time advertising salesperson for the winter months to assist in the selling of advertising space for a custom publication. Some previous experience in the sales of print advertising space is in the form of an attractive commission structure.

For appointment please call
Shirley Williams
Camar Publications (1984) Inc.
100 Steelcase Road, East
Markham, Ontario.

475-8440

SALESPERSON

Part Time for Childrens Clothing Store Markville Mall
Mature person preferred

477-6547

SALESPERSONS

Energetic individuals for reliable sales positions in downtown Markham.

Full and Part Time openings. Previous experience preferred. Suit retired or semi-retired persons.

Apply L. Martin
826-6121

HOUSEKEEPER - companion to look after small home, good Markham home. Box 4075, Markham Economist, 9 Heritage Rd., Markham, L3P 1M3.

RELIABLE experienced cleaning woman Thursdays Cachet area Unionville 887-9457.

WORD PROCESSING OPERATOR TRAINING

- 45 Hour Course
- Individual Instruction
- Wang Word Processors

— PLUS —

TYPING SERVICES

- resumes, letters, copy typing
- mailing list, dicta-typing
- financial statements

30 WELLINGTON ST. EAST MARKHAM, ONTARIO
294-4796

PROFESSIONAL herdsman wants job in farm close to Markham, Box 4075, Markham Economist, 9 Heritage Rd., Markham, L3P 1M3.

REGISTERED Health Care Aide looking for private duty in Markham/Unionville area. If interested call 477-7872 after 3 p.m.

RIDE NEEDED, downtown or subway for 9 a.m. arrival for boy 14, living east of Markham. Could meet at Hwy 7 & 48. Call 294-1825.

LOST - black Newfoundland Lab. male, answers to "Colombo", 473-1248.