


Skilled Help 510



INDUSTRIAL ELECTRICIAN
 Required immediately an Industrial Electrician, experienced in trouble shooting A.C./D.C. drives and mechanically inclined. Knowledge of electronics would be an asset. Excellent benefits. Salary commensurate with experience and qualifications. An excellent opportunity with a growing Canadian Company.
 Apply to:
CABLE TECH CO. LTD.
 500 Main St. W.
 Stouffville, Ont.
 640-4333

Office Help 515

Office Help

A Markham publishing company requires a
DATA ENTRY CLERK
 For a computerized order entry. Minimum typing skills of 40 w.p.m. is required.
 Please call for an appointment.
Loma Bayliss
 at 477-0030

RECEPTIONIST/TYPIST
WOODBINE/STEELES AREA
 5 days per week
 8:45 a.m. - 1:45 p.m.
 Knowledge of telex an asset
Excellent Salary
 731-3133

PERMANENT PART TIME
 Staff required to work weekdays and weekends taking inventory for retail outlets. Car essential. Training provided. For those interested, apply in writing to:
 315 Steelcase Rd. East
 Unit #2
 Markham, Ont.
 L3R-2R5

A Markham publishing company requires an
ORDER DESK CLERK
 Duties will include coding orders and taking orders by telephone. For an appointment please call:
LOMA BAYLISS
 at 477-0030

BUTTONVILLE GOLF CLUB
 Yearly Employment
 Office and cash register experience, transportation needed.
477-7711

BOOKKEEPER
 With Secretarial Skills
 Wanted
 Tues., Wed. & Thurs.
 10 a.m. - 3 p.m.
 Unionville
477-1977

BOOKKEEPER/COMPUTER
 Mature person with bookkeeping, computer and general office experience required to work in small busy office. Knowledge with LOTUS and WORDSTAR programs beneficial.
 Call Sue or Sylvia
471-4312

CLERICAL Part Time
 15-30 Hours/Weekly
 Possibly developing into full time. Should have knowledge of scientific terminology.
 Send resume to:
 Lab Equip Ltd.
 330 Esna Pk. Dr. Unit 32
 Markham L3R 1H3.

CLERK TYPISTS
 New business in Woodbine/Steeles area requires several clerk typists.
Call 475-7531
 Ask for Marilyn

CLERK TYPIST
 Small office in Markham area requires Clerk Typist. Full-time, Benefit plan.
475-5305

DICTA/TYPIST
 A dicta typist position is available in our Brand new facility. Good typing, spelling. Word processing an asset. Non-smoking office. Excellent Benefits. Please apply in writing to:
 Johnson Controls
 7400 Birchmount Rd.,
 Markham L3R 5V4
 Attn: Toronto Branch
NO CALLS PLEASE

DATA ENTRY OPERATOR
 Small busy computer consulting company in the Steeles/Woodbine area needs a data entry operator with minimum of three years experience.
 For further details please phone:
Joanne 475-7531

Experienced TELEPHONE OPERATOR
 We have an immediate opening for an organized, enthusiastic individual with extensive telephone experience and a stable work history.
 Please call
 Debbie Reynolds
491-9330 Ext. 314
 (between the hours of 9-11 am, 1-4 pm.)

GENERAL INSURANCE
 Personal lines — person Friday required immediately, minimum 1 year experience preferred.
 Reply in writing stating salary, required to:
 Box 4132
MARKHAM ECONOMIST
 9 Heritage Rd.,
 Markham
 L3P 1M3

Full & Part-Time SALES HELP
 Wanted
 Ladies fashions
 Markville Mall
477-6766

SALES PERSON
 For Automotive Parts
 Required immediately. Good communication. If interested, Phone.
477-1235
 And leave a message

SALESPERSON
 With decorating flair
Part Time
226-2533

SALES HELP
 Required Part Time
 • Must be flexible re hours
 • Salary \$4.25 per hour to start
 • Not suitable for students
 Please call Sandy
477-6629

SALES HELP WANTED
STOUFFVILLE BAKERY
 640-3146

KIDS' WEARHOUSE
 requires SALES PERSON
 For days and Evenings
 Markville Mall —
 McCowan & Hwy #7
474-5437

Office Help 515

SALES TRAINEE
Branch Counter Sales
 Sales refrigeration and air conditioner parts and controls to contractors who service commercial and residential refrigeration and air conditioning systems.
 Responsibilities:
 1. Become familiar with and know the location of all products in order to effectively satisfy customer requirements.
 2. Answer telephone inquiries in a pleasant professional manner.
 3. Prepare branch paper work
 • order goods
 • filing
 • prepare customer orders
 4. Shipping and receiving goods
 5. Inventory management stock taking
 6. Branch maintenance (clean and tidy)
 7. Counter Sales
 • presenting solutions for customer based on obtaining parts and equipment for customers
 • Following up when goods are received
 We are searching for a person who is intelligent & who can learn quickly. The successful candidate must have the following experience:
 1. Mechanical or electrical work experience
 2. Be prepared to lift heavy objects (must be physically strong).
 3. High energy level
 4. Good people skills
 Write: Box 4118
 Markham Economist & Sun
 9 Heritage Rd.
 Markham, Ont. L3P 1M3

Medical Help 525

Certified or experienced
DENTAL ASSISTANT
 required full time.
 Reply to Box 3541
 c/o The Tribune,
 Stouffville, Ont.
 L0H 1L0

R.N.
 —Flexible Hours
 —Part-Time
 —Own Car
 —For Markham and area
Call 482-4373

REGISTERED NURSE
 Regular Part-Time
 Please Call
PARTICIPATION HOUSE
294-0944
 Lynne Wasyluk

MAKE YOUR MOVE
 Markham Area
 Jr. Sales Administrator
 \$16K
 My client, located in the Woodbine/Steeles area, is looking for an individual with excellent reception, secretarial and organizational skills.
 To be part of this team you must have excellent communication skills, as well as the ability to deal well with people. This position offers lots of variety.
 For further information please call
 Karen Mugford, 491-9363, 2 Lansing Sq., Ste. 903.
 Variety of temp. assignments always available.

DGS group

Domestic Help Wanted 540
 PERSON required for housecleaning, one day per week. Goodwood. Phone 640-6677 or 640-6641.

We live in a wonderful 100 year old house which needs the tender loving care of a conscientious housekeeper. Probably it will require 1 or 2 days per week, but we'll except your input on that. Stouffville. 640-3829.

Domestic Help Available 541
 EXPERIENCED cleaning lady wants to work every Thursday in the Cachet area. Please call 887-9457.

RELIABLE cleaning lady for Unionville area. Own transportation. 887-5468.

SPRING cleaning done for reasonable rates by student with 3 year's experience. Good references and pleasant attitude. Goodwood/Stouffville area. Call 640-5761 after 5 pm.

TV AND RADIO
 N+8 is now interviewing new people for News, Commercials, Talk Shows, DJ and Sports, TV and Radio Announcer training. Part or full time. Dial
964-3616

Career Training 560

kid's tv! Commercial
 CTS-TV seeking new kids 4-13 for TV beginners' direction.
 Parents call
 964-9610
HOME STUDY/FREE BOOKLET
 Earn Your Diploma at Home
 Programs: Accounting - Business Administration - Secretarial - Executive, Legal - Medical - High School Upgrading - English (E.S.L.)
 Call 24 HOURS
 in Ont.: 1-800-387-1256
 outside: 1-800-268-7293
 National College
 Toronto, Ontario

Tenders 609

MARKHAM VEHICLE TENDERS
 Sealed tenders clearly marked as to contents will be received by the Town Clerk at 8911 Woodbine Avenue, Markham, Ontario no later than 12 o'clock noon Friday, April 18th, 1986 for the following:
 1 — Two (2) Industrial Type Ride-on 72" Rotary Mowers
 2 — One (1) ¾ Ton Window Van
 3 — One (1) Five Ton Cab and Chassis
 4 — One (1) Compact Type Pick-up
 Tender forms and specifications may be obtained from the Public Works Department, 555 Miller Avenue, Markham, Ontario.
 Lowest or any tender or any part of any tender not necessarily accepted.
 Mr. G.F. Roseblade
 Town Clerk
 Town of Markham
 8911 Woodbine Avenue
 Markham, Ontario
 L3R 1A1

TOWN OF WHITCHURCH-STOUFFVILLE TENDER FOR GRAVEL
 Sealed tenders marked "Gravel Tender" will be received by the undersigned until 12 o'clock Noon

TUESDAY, APRIL 22ND, 1986
 1. To supply, crush, deliver and spread on any road under the supervision of the Road Superintendent or his representative 6,500 tonnes more or less of crushed gravel.
 2. To supply, crush, and load on Town of Whitchurch-Stouffville trucks at pit 4,500 tonnes more or less of crushed gravel.
 3. To supply small quantity of Granular "B" & "C" to be picked up in Town trucks.
 Town tender forms must be used and may be obtained from the Municipal Office in Stouffville.
 A certified cheque in the amount of 10 percent of the total tender must accompany each tender.
 The Town reserves the right to accept any tender or to reject any and all tenders.
 Mrs. P. Muir, A.M.C.T. Clerk
 Town of Whitchurch-Stouffville
 Municipal Office,
 19 Civic Avenue,
 Stouffville, Ontario
 L0H 1L0

Coming Events 615

RUMMAGE SALE, Grace Anglican Church, 19 Parkway Ave., Markham, Sat. April 12th, 9 a.m. - noon. Clothing, toys, small furniture, etc.

TROUSSEAU TEA
 There will be a Trousseau Tea for Deanna Magnus and Steven Grove at the bride's home, 308 Rupert Ave., Stouffville, on Sunday, April 13, 1986 from 2-4:30 p.m. for friends, neighbors and relatives.

Announcements 616
 MR. & Mrs. Vance of Markham are happy to announce the engagement of their daughter Kimberley Anne to William Goldsmith son of Mrs. Edith V. Goldsmith of Greenbank, Ontario. Wedding to take place Sunday, May 18th at 2 p.m. at St. Andrew's Presbyterian Church in Markham.

Women's Column 619
McNEILL ELECTROLYSIS
 Unwanted hair permanently removed. 12 years experience. Complimentary consultation.
294-4223

Personals 620
 ARE you pregnant—distressed? Birthright cares. 471-4412.
 CANADIAN CANCER SOCIETY for information call PRESIDENT — 294-0700, 640-6952, 477-4021. Patient Services — 294-6575, 640-5672, 477-2106. In Memoriam — 294-1853, 640-2461, 477-1626. Can Surmount — 640-2702, 477-3266. Mastectomy Visitor — 294-1023.

RETIRED gentleman, 69, non-smoker who car would like to meet person for friendship. 640-3169 days.

CARD READING SHOWERS & PARTIES
 Barbara Newman, B.A. Psychology
PHONE 294-5817

Business Personals 621
ACTORS FOR TV
 TV SOUND STAGE is now interviewing new people for special TV Studio training to act in TV Series, TV Commercials, Movies. Part-time. All ages. For your studio call, Dial:
964-3393

FULL-TIME CLERK/TYPIST
MARKHAM LOCATION
 Rapidly growing perfume distributor is looking for an enthusiastic personality to perform a variety of office tasks.
 Computer terminal experience an asset. Position is demanding and requires genuine commitment, but has definite opportunity for advancement.
Call 477-3622

SENIOR CLERK TYPIST
 We require a well-organized person to perform all typing and secretarial duties for the Purchasing and Customs Department which entails typing of all correspondence, purchase orders, customs papers, and related duties. Candidates must have excellent typing skills and be able to relate well with people. Must have several years office experience plus an aptitude for figure work for preparing reports. Interested applicants should apply to:
PERSONNEL OFFICE
EMERSON ELECTRIC CANADA LTD.
 P.O. BOX 150
 MARKHAM, ONTARIO L3P 3J6
294-9340

MAI, a leading manufacturer and marketer of small to medium-sized business computers, has an opportunity for a:
Technical Assistant Telecommunications
 Your contributions will be in the Marketing Support Department where you will assist in the clerical and technical stages of implementing various data-communications facilities.
 As the desired candidate, you are a well-organized individual with an excellent command of the English language. You have a solid knowledge of data-communications, or a related field, and possess experience in BASIC or a similar computer programming language.
 Please forward your confidential resume to:
 Director of Marketing Support
 MAI Canada, Ltd.
 120 Amber Street
 Markham, Ontario
 L3R 3A3
 No agencies please

Reynolds
Purchasing Clerk
 A qualified individual is required to provide clerical support to the purchasing department.
 Duties include typing, filing, expediting and inventory posting. Ideally candidates would possess a secondary school diploma and secretarial studies with a typing speed of 50 to 60 wpm and a minimum of 1 years experience in an office environment.
 We offer a good starting salary and a full benefit program.
 Please submit your written application to the attention of:
 Mr. Derek Yates
 Personnel Manager
 Reynolds Extrusion Co.
 500 Edward Ave., Richmond Hill, Ont. L4C 4Y9

ACCOUNTING CLERK
 Part-Time
 Small congenial office requires an experienced part-time accounting clerk to work 4-5 hours, Monday thru Friday. Must have accurate typing and be able to work with minimal supervision. Non-smoking office. Reply in writing only, no agencies.
 Wurflitzer Canada Ltd.,
 560 McNicoll Ave.,
 Willowdale, Ontario
 M2H 2E1

ACCOUNTS PAYABLE CLERK
 For manufacturing company. Experienced. Woodbine/Steeles area. Full benefits.
Call Mrs. Gerstmann 475-6422

ACCOUNTS PAYABLE CLERK
 Experienced required. Leslie/16th Avenue.
 Please reply stating salary requirements to:
 3254
 Station D
 Willowdale
 M2R 3G6

TELEPHONE CLERKS
 Conversational French required 1-3 month jobs available immediately
 Prestigious Markham company
SPECIAL INTERVIEWING CENTRE/
 The Markham Community Library
 5 Wellington St. E. Hwy 48 & Hwy 7
 Thursday, April 10, 1 p.m.-4 p.m.
 For more information call:
496-1844
PREFERRED PERSONNEL