

General Help

510



Requires
 ● COOKS or EXPERIENCED
 KITCHEN HELP
 Call Lilo
 477-2715

**ORDER
 DESK**

Electronic Connector manu-
 facturer requires experi-
 enced order desk person for
 Sales Department.

Good benefits and pension
 program.

Apply by call:

MOLEX ELECTRONICS
 292-1444
 Judy

**PART-TIME
 TELLER**

Apply In Person
 Guaranty Trust
 81 Main Street, W.
 Stouffville

PERSONAL DRIVER

Required for 4 - 5 hours per day.
 Mon. - Fri. (starting at 8 a.m.) \$5 per
 hour plus some personal use of
 car.

294-8632

**PART-TIME
 ADMINISTRATION
 POSITION**

Available for qualified person. 2
 days per week at small manu-
 facturing company.

Duties entail reception and general
 office functions. Knowledge of
 computers, bookkeeping and cus-
 toms export papers an advantage.

For appointment call:
 475-7409

**RETIRED
 Or
 SEMI-RETIRED
 COUPLE**

To maintain small horse
 farm and premises. Hwy 404
 and Stouffville Road. Days
 only. Excellent working con-
 ditions. References required.

888-1592

**SHOP
 PERSON**

Must be experienced in welding, to
 assemble track and hardware.
 Occasional truck driving. Must have clean
 driving record.

Dodds Overhead Doors Ltd.
 John Street
 Thornhill
 881-2255

YARD Labor/Production Help. Required im-
 mediately for Upper Canada Post & Beam. Con-
 tact Roman. 640-6616.



Needs
 SENIORS & TECHNICIANS
 For the Markham-Unionville area. Earn \$5.75-
 \$6.25 per hour plus generous marketing commis-
 sions. Have fun, work in the sun.
 Call 281-9990

Skilled & Technical Help

515

**A leading automotive parts manu-
 facturer northeast of Toronto has
 the following employment oppor-
 tunity.**

INDUSTRIAL ENGINEER

Must have plastic moulding ex-
 perience and 2-5 years experience
 in an automotive plant or similar
 working environment.

Knowledge and experience in the
 development of jigs and fixtures
 desirable. Strength should lie with
 time study and methods evalua-
 tions.

The applicant should possess a di-
 ploma at the Technological level.
 We offer a competitive salary and
 excellent company benefits.

Qualified applicants please for-
 ward resume to:

Box 3543
 c/o The Tribune
 Stouffville, Ont.
 LOH 1LO

**DRIVER
 JOB TRAINING &
 PLACEMENT HELP**

Is available from Rodgers School
 of Truck Driver Training Ltd. For
 career details call: (416) 769-3546
 for literature.

**ELECTRICAL
 ENGINEER
 Or
 TECHNICIAN**

Required immediately with the fol-
 lowing qualifications:

1. Experience in high voltage dis-
 tribution systems, including sub-
 stations, line construction and
 switchgear, ETC.

2. Experience in the application of
 the equipment for construction use,
 both indoor and outdoor distribu-
 tion.

3. Should have sales ability. Some
 travel in Ontario with a heavy con-
 centration of work in Metropolitan
 Toronto.

Reply in writing to:

Austin Palmer
 Leslie & Palmer Co. Ltd.
 7400 Victoria Park Ave.
 Unit #2
 Markham, Ontario
 L3R 2V4

**EXPERIENCED
 CARPENTERS**

And Carpenter's helpers required to start
 immediately in Stouffville area.

640-1275 or
 705-357-2280

HAIRSTYLIST

Experienced

For Total Image Hair Salon, Mark-
 ville Mall. \$300. weekly plus com-
 mission.

477-6523

Office Help

525

CLERK

Required

3 Days per week
 Some typing. \$6.00 per hour.

477-0827

Office Help

525

ADMINISTRATIVE ASSISTANT

A challenging and responsible position, available for an individual with excellent
 administrative and interpersonal skills for a Data Processing Firm.

Duties include answering phone, word processing, dicta, purchasing office supplies,
 preparing contracts and general office duties.

Excellent salary for the right individual.

Please forward resume to or call:

Encom Information Systems Inc.
 33 Ferrier St.,
 Markham, Ont. L3R 3K6
 475-6750

TYPIST/SECRETARY

Required for Warden/Steeles Area

Immediate vacancy for a junior within the marketing department. Good
 typing and dicta skills are required.

Must have an excellent knowledge of the English language. Word pro-
 cessing an asset. Non-smoker.

Contact Janet Rentsch
 475-7703
 L'IMAGE DESIGN

Economist & Sun

We have an immediate opening in our

ACCOUNTING DEPARTMENT

A full-time position is available for an experienced, friendly, out-
 going, well organized person.

Duties will include billing account payable, accounts receivable,
 typing and various other accounting duties.

Please apply in person
 Markham Economist & Sun
 9 Heritage Rd. (Markham)
 Or Call

Christine Ewell
 Office Manager
 294-2200

ADMINISTRATIVE SECRETARY

The Ontario Region office of a large energy company located in the
 Warden/Steeles area requires an extremely well-organized indi-
 vidual to work with the District Manager.

Must be able to type 75-80 wpm from a dicta-phone on an electro-
 nic video-typing system, proof-read her output, maintain files and
 follow-up system, as well as prepare statistical reports and charts.
 Spelling and accuracy extremely important.

We offer a comprehensive benefits package coupled with excellent
 working conditions.

Send resume to:

ICG Liquid Gas Ltd.
 800A Denison Street
 Markham, Ontario
 L3R 5M9
 Attention: Lori Morrison



**ACCOUNTS
 PAYABLE
 EXPERIENCE
 PREFERRED
 477-1804**

BANK OF NOVA SCOTIA

Requires a
 Part-time

**RECEPTIONIST
 TYPIST**

26 hours per week
 Contact Bill Jackson
 640-3631

SECRETARY

Markham Consulting Engineering
 Firm has an immediate opening
 for an experienced secretary with
 AES or IBM PC (Samna) word pro-
 cessing experience.

Send resume to
 McGregor -Allsop Ltd.
 64 Bullock Dr.
 Markham, Ont.
 L3P 3P2