

The Town of Markham has attractive career opportunities available for the following accomplished professionals:

Heritage Planner

Reporting to the Director of Planning, you will prepare reports on matters and applications relevant to the Heritage District. In meeting this objective, you will provide advice on methods of preservation, renewal or adoption of buildings/sites; research, photograph and take inventory of significant features in historic areas; and prepare Heritage District plans and programs. Some evening work will be required.

To qualify, your degree or diploma in planning, or a related field, must be complemented by 2-3 years' administrative or research experience with an emphasis on historical preservation. Excellent investigative, analytical and oral and written communication skills are essential, as is eligibility for or membership in the Canadian Institute of Planners. An annual salary ranging from \$26,688 to \$30,020 is offered (1986).

Architectural Assistant

Reporting to the Senior Planner, you will review and prepare recommendations on matters and applications involving building design, landscaping, signs and related architectural components. This will call for your involvement in site preparation, design studies and development guidelines. Other strategic duties will include coordinating the work of the drafting section and preparing displays and visual materials.

Your credentials should include a diploma or degree in architecture from an accredited institution, previous design office experience and a good knowledge of drafting and display techniques. Imagination, the ability to conceptualize and excellent communication skills are required. An annual salary ranging from \$26,688 to \$30,020 is offered (1986).

Planning Technician

As the selected applicant, you will assist our Planning Department by providing the general public with information concerning by-laws, planning policies and procedures. You will also maintain a record of applications and related material.

To qualify, your well-rounded general knowledge at the high-school graduate level must be complemented by specialized community college training in urban planning, or the equivalent, as well as a few years of relevant experience in a municipal planning or development office. An annual salary ranging from \$24,362 to \$27,405 is offered (1986).

Please forward your confidential resume, stating the position for which you wish to apply, on or before June 25, 1986, to: The Department of Human Resources, Town of Markham, 8911 Woodbine Avenue, Markham, Ontario L3R 1A1.



SHOWROOM SALES

Part time person required, full for summer. Some warehouse work.
477-5986

SHOP SWEEPER

Required
Good Benefits
493-0357

TRAVELWAYS LTD.

Requires
BUS WASHER
CLEAN UP PERSON

Hours 3 am - 11 am daily

Apply in Person
30 Heritage Road
Markham

THE GROVE RESTAURANT

Requires
HOSTESS/HOST

A position is available for a bright, pleasant, well organized person. Neat appearance is a must. Apply in person at:

1020 Denison Street,
Markham
475-9405

WAREHOUSE MANAGER

To start immediately for light manufacturing and distribution company in the Warden/Steeles area.

Must be mature and have experience. Salary commensurate with experience. Call for appointment:

Mr. Booth
477-9940

ULTRAMAR GAS BAR

Part-time help wanted immediately.

8310 Woodbine Avenue
Markham
477-7427

We require a bright, aggressive individual with a pleasant telephone manner as our full time dispatcher. Ability to handle work under pressure would be an asset. No experience necessary, we will train.

We offer a full range of company benefits. For an appointment please call:
640-5883
STANDARD AGGREGATES
STOUFFVILLE PLANT

WAREHOUSE HELP Experienced PICKING & PACKING

Excellent benefits. Vicinity of Hwy 404 and #7.

881-0704

SEASONAL MANAGER IN FOOD SERVICES

For Kortright Centre Cafe in Kleinburg.

736-1733

Everton Graham

Magrath Shell
Woodbine & Hwy 7
Buttonville
477-8556



CASHIER
Required

PART-TIME

- For
- Friday & Saturday Nights (Seniors welcomed to apply)
- Weekdays & Weekends (16-32 hours per week)

For interview call:
477-8556

SECURITY GUARDS

Required
Part-time/Full-time
Working with dogs or without
640-3624

SPORTS SUPERVISOR

Required for Daycamp, Unionville and Markham locations.
444-2612 or
475-3011

Skilled & Technical Help 515

C. W. B. STRUCTURAL WELDER

Immediately for a plant in Keele & Hwy.#7 area. Concord.

669-1425

LICENCED MECHANIC

Days for a busy service station at Hwy #7 & Woodbine area.

Contact: Ray Moss:
475-6377

DRIVER JOB TRAINING & PLACEMENT HELP

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

MECHANIC EXPERIENCED

Apply in Person
Petro Canada
Hwy #7 & Markham Rd.
471-1609

Office Help 525

SECRETARY/JUNIOR CLERK

Busy head office, North East Scarborough requires a mature, good communication and organizational skills; responsible: Health and dental plan. Phone for appointment 291-6111 or send resume in confidence to: FRANKLIN'S FROZEN FOODS, 830 Passmore Ave., Scarborough, Ont. M1S-3B2

ASSISTANT TO CREDIT MANAGER

Responsible mature individual required, for an established organization in the area of accounts-receivable, credit and collection, with proven verbal and written communication skills.

Salary based on experience. Full benefit package provided.

Reply in writing to:

Markham Economist & Sun
Box 4147
9 Heritage Road
Markham, Ontario
L3P 1M3

CLERK TYPIST

Small sales office in the Warden/Steeles area requires a well organized person for a variety of office duties. Pleasant telephone manner and good typing skills are essential. Call:

475-5886

JUNIOR POSITION

Available

For person in our Sales Department. Applicants must have typing and pleasant telephone manner.

Full company benefits. Please fill out applicants at:

C&M PRODUCTS
189 BULLOCK DRIVE

LEGAL SECRETARY

Position Available
Experienced in real estate.
Phone:
852-3367 or 640-7311

LEGAL SECRETARY

Wanted for Milliken Law office.
Call Paul Gollom
479-1900



The following position is available at our Head Office location in Markham.

ACCOUNTS PAYABLE PROCESSOR

This individual will be responsible for the accurate processing of supplier invoices and credits, including coding vendor information, batching processed invoices, data entry and balancing.

The successful candidate must be a grade 12 graduate, with 2 years office experience, preferably in Accounts Payable. Good organizational skills and the ability to work to deadlines are essential.

To apply, please call: Tina Grouios, Personnel Assistant, Company Store Operations, BEAVER LUMBER CO. LTD., 7303 Warden Avenue, Markham, L3R 5Y6. 479-2255 Ext. 2757.

MEDICAL RECORDS CLERK

For Private Hospital

Filing, typing, general office duties for busy medical records department. Office experience preferred.

Shouldice Hospital
7750 Bayview Avenue
Thornhill, Ontario

For appointment call between 9:00 am - 4:30 pm.

889-1175

PART TIME SECRETARY

Approximately 1/2 time. Hours flexible. 2 to 3 years experience.

Steelcase Road area.

Please send resume to:

T.T.S.
123 Front St. W. #300
Toronto, Ont.
M5J 2M2

RECEPTIONIST

We require a skilled receptionist to handle an eleven line switchboard. Duties include filing, mail distribution and typing. Salary commensurate with experience. Phone:

Rod Beaton
294-0722

RECEPTIONIST / TYPIST

Location: Leslie 16th Avenue
Please send resume and expected salary to:

Box 3254
Station D
Willowdale, Ont.
M2R 3G6

RECEPTIONIST / SECRETARY

Required

For some evenings and weekends.

Call Judi
298-3113