

General Help 510

Skilled & Technical Help 515

Office Help

525

COSMETIC PERFUME CO.

Aggressive, self-motivated persons to travel Canada placing displays in stores. Non-smoker, car required. Salary plus commission.

Telephone
474-0632

COUNTER PERSONS AND CASHIERS

Wanted for a busy Donut Store in Markham.

Apply between 4 & 7:30 p.m. in person at:

8525 McCowan Rd.
(at Hwy. #7)
294-0955

Skilled & Technical Help 515

BRICKLAYER WANTED

Must have own transportation. Wages depend on experience. Call 640-6319

DRIVER JOB TRAINING & PLACEMENT HELP

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

Fabricators (F.R.P., P.V.C.)

And should have good background in all aspects of custom plastic fabricating.

Helpers (F.R.P., P.V.C.)

Experienced preferred, but will train if necessary.

Good practical and learning ability a MUST.

Apply in person to,
Alcore Fabricating Corp.,
65 Newkirk Rd., Richmond Hill
889-4923

R. F. Mote Ltd.

Expanding shop in Richmond Hill has openings in the following positions:

Welder

Experienced in Mig, Tig, Stick.

Electrostatic Painter

Experience preferred.

Precision Metal Workers

(Intermediate)

Experienced in close tolerance work.

884-2454

MACHINE SHOP FOREMAN/SET UP PERSON

Experienced turret lathe and related equipment preferred.

Apply to
John Patterson
ERIE MANUFACTURING CO. (CANADA) LTD.
Ballantrae, Ont.
640-2363

Office Help 525

Accounts Receivable/General Ledger

Sporting goods company, Woodbine-Steeles area requires experienced accounts receivable clerk.

Knowledge of cash receipts, disbursements and general ledger.

Monday to Friday, 9 to 5 pm.

For further information call Mrs. Magee,

493-8101

ACCOUNTS RECEIVABLE CLERK required

By a large Fine Paper Merchant in Scarborough.

Interested applicants please contact:

Mr. T. Mercer
298-4440



ALLSTATE INSURANCE

FULL TIME JOB OPPORTUNITIES
We have entry level clerical positions available in our New Markham Head Office.

Qualified candidates should have:
• High School Diploma
• Minimum typing speed of 35 w.p.m.

Allstate can offer competitive salaries, a full range of company benefits including profit sharing, plus opportunities for future advancement.

Interested applicants please call:

Brenda Thompson
475-4475
Allstate Insurance
Company of Canada

Do you have typing skills?

I am in the process of writing a book. Need someone to come in and type from dictaphone tapes a couple of hours a day. Set your own schedule. Call evenings:

479-0011

EXPERIENCED ACCOUNTING CLERK PART TIME
Typing required
Call 475-1780

PERSON FRIDAY

Person to assist with customer service and switchboard relief. Good typing skills, competent at filing. Competitive salary and good company benefits.

Call Mrs. Matarazzo

475-0523

CLERK/TYPIST

Applicant Must Offer:

- Well groomed appearance
- Pleasant personality
- Flexible, caring nature
- Enjoy meeting and working with people
- Able to work alone
- Typing and filing

We offer:

- Friendly Atmosphere (A fun place to work)
- Training
- Health and Dental Plan
- Long term employment

Contact Duncan Giles
640-1610 for appointment



RECEPTIONIST

IMMEDIATE OPENING AT A MARKHAM G.M. DEALERSHIP

Receptionist with pleasant telephone manner. Duties include typing and general office work.

Telephone B.A. Brown

294-1440

Hwy. #7 just east of McCowan

"BOOKKEEPER"

...FOR BUSY "REALTOR DEVELOPER"

Serving York Region from Markham headquarters. Much more than just a job, this position is a real opportunity for a professional with excellent references.

Ability to trial balance, computer experience an asset.

Please call
Raffaella
475-1441
For interview



EXECUTIVE SECRETARY

For Senior Executive of Real Estate Company in Markham. 3-5 years experience. Must be well groomed, capable of dealing with the public, have excellent typing and shorthand. Experience on Xerox Memory Writer an asset. Have the ability to cope with a variety of situations and good communication skills.

NON SMOKING OFFICE
Previous applicants need not apply
Call Carol Orr 294-1372

RECEPTIONIST/TYPIST required PART TIME EVENINGS
Call Mr. Avey
477-5556

RECEPTIONIST/TYPIST required Full Time

For interior design firm. Warden and Steeles. Minimum 4 years experience, (55 wp.m.) typing, pleasant telephone manner, good knowledge of english language necessary. Will train on micro computer/word processing.

474-0510

RECEPTIONIST PART TIME
2 days per week

Must have pleasant telephone manner. Please call:

471-4822

SECRETARY/TYPIST

Full or Part Time
General office duties in small office.
Presently at Dufferin and 401. Moving to Markham.
Call
787-8944
9 AM - 5 PM

SECRETARY/RECEPTIONIST

For small engineering office. 35-40 w.p.m. typing. \$200.00 - \$250.00 per week.

Denison/Warden area
Call for appointment
479-6444



SENIOR REAL ESTATE SECRETARY required

For busy real estate sales office. Must be well organized, with a pleasant manner, and enjoy variety. Candidate should like dealing with the public. Full time.

Please call
Betty Webber
At 294-1372
Extension 242

SECRETARY/TYPIST

Part time or Full Time required immediately

For Market Research Firm

Duties include: clerical work and typing. Word processing experience an asset.

For interview call
Marilyn

477-9931

RECEPTIONIST

For high profile
Fragrance Co.

Attractive, non-smoker, good typing and communication skills.

Steeles & Woodbine.

\$15,000 to start.

474-0632

EXPERIENCED RECEPTIONIST

Permanent/Part Time

Evenings and alternate Saturdays
Word Processing an asset. Call:
Judi Atkinson
298-3113

LEGAL SECRETARY

Experienced in Real Estate. Full benefits. Well equipped offices. Please submit resume and salary expected to:

Box 4195
Markham Economist & Sun
9 Heritage Road
Markham, Ontario
L3P 1M3

LEGAL SECRETARY FULL TIME

Competitive salary. Serious inquiries only. Woodbine/Steeles

475-0550
465-8305 (evgs.)