

General Help

510

**COME WORK WITH US
COUNTER SALES
& SERVICE**
We are looking for mature individuals interested in providing a service to very special people — Our Customers.
If you are friendly, outgoing and looking for work in your area, we would like to meet you.
We have a Permanent Part Time position available at:
2 FENTON RD., MARKHAM
We have over 100 locations. Call Lisa for your personal interview at our Head Office:
656-5601


DEPENDABLE DRIVERS
with own small car for light deliveries. Permanent part time work in the evenings.
Please call between 3 — 6 p.m.
471-7346

**DRIVER
FULL TIME**
Van driver for route system delivery to our established customers. Will train.
Requirements: Good driving record. Familiar with Toronto area. Self-motivated and very conscientious work habits.
Excellent company benefits.
Call for an appointment at:
294-5737

**EXPERIENCED
HAIRSTYLIST**
For exclusive beauty salon in Unionville.
Hwy 7 and Warden
New location
479-8900 or 479-8901
or 497-7939

**MUSIC
TEACHERS**
required
A.R.C.T. preferred
Please call
FINE ART OF MUSIC
471-4656

**PART TIME
DRIVER
WANTED**
For general deliveries in the Metro Toronto area. Must have some experience and be bondable. Good driving record imperative.
To apply please call
475-2446

**SERVICE
STATION
ATTENDANTS
WANTED**
For Unionville Station
All positions available
477-6853

TELEMARKETERS
Day and evening work available. No experience necessary. Start immediately. Your choice of salary plus bonus or commission.
Please call between 3 — 6 pm.
471-7346

**LOT AND
MAINTENANCE PERSON**
Must have valid drivers licence and excellent driving record. Will train.
Starting wage \$6/hour.
Full company benefits. Call:
Al Rogers at 477-2421
Greenbelt Motors
7997 Kennedy Road
Markham/Unionville

LARGE horse breeding farm requires full time help. References. 888-1285.


**HELP
WANTED
PART TIME
NIGHTS
AND WEEKENDS**
• Waiters/Waitresses
• Bus Persons
• Dishwashers
Apply in Person
Hwy. 7 east of McCowan

**WAREHOUSE
HELP**
• Pickers
• Packers
• Order Checkers
• And Fork Lift Driver
(BT Reach Truck)
Excellent benefits. Vicinity of Hwy. #404 and #7.
881-0704

**WAREHOUSE
HELP**
Immediately required. Mature, reliable person for Markham Warehouse. Light warehouse duties. No evening work. No experience necessary. \$4.50/hour. Must have own car.
477-2866
497-2434
ASK FOR MONICA

HAND INSERTERS
Letter shop in the Denison/Birchmount area is currently seeking full time employees as HAND INSERTERS.
No experience necessary. Company will train.
Interested individuals please apply in person:
1405 Denison St. East
MARKHAM

**MARKHAM AND
McNICOLL
FULL TIME
PLANT WORKER**
No experience
\$4.50 per hour
Apply
3520 McNicoll
Unit #1
Thursday & Friday
9 am - NOON

**MATURE
AND
RELIABLE
PERSON
NEEDED
IMMEDIATELY**
As afternoon kitchen help
BETHANY LODGE
477-3838

HORSE FARM
(Ballantrae) requires experienced person in charge of feeding, turnout, grooming and general management. \$225 per week to start.
640-2973 or 640-5831

**HAIR STYLIST
and
SHAMPOO PERSON
required
For Unionville Salon
Please call
PAUL
477-3646**

**WELCOME WAGON
CAREER OPPORTUNITY**
Our established service is waiting for an enthusiastic, people-oriented person. If you like flexible work hours and have the use of a car...
Please call
Rosemary Schumaker
364-9010

YOUNG PERSON
Eligible for an employment training program in a daycare setting.
The Children's House
22 Church St. N.
Stouffville
640-2905 640-4392

**GAILLIND MAINTENANCE
CLEANER** Part-time days
Mon. thru Sat. Experience preferred.
683-7515

Skilled & Technical Help

515

**DRIVER
JOB TRAINING &
PLACEMENT HELP**
Is available from Rodgers School of Truck Driver Training Ltd. For career details call: (416) 769-3546 for literature.

**ENGINEERING
DEPARTMENT**
Leslie Street Pumping Station
(Leslie and Steeles Location)
Control Panel Operator
Qualifications
Secondary school certificate with a basic knowledge of water hydraulic calculations. Sound mathematical ability with a working knowledge of the metric system. Must have a pleasant voice with clear and concise enunciation to communicate effectively on radio and telephone equipment. Neat and legible handwriting.
Responsible to the Chief Operator for the operation of communications and remote control pumping equipment. Responsible for clerical functions associated with maintaining logs and equipment records.

Maintenance Helper
Qualifications
Secondary school certificate with experience in the maintenance of electrical equipment. Good mechanical and electrical knowledge. Valid Ontario driver's licence is required.
Reporting to the Electrical Instrumentation Supervisor, the successful candidate will assist in all phases of the mechanical and electrical preventative maintenance program. Other duties will include the cleaning and maintenance of the building and grounds.

Please submit resume to Mrs. Audrey Douglas, Staffing Co-ordinator by December 22, 1986.

Human Resources Department,
The Regional Municipality of York,
Box 147, Newmarket, Ontario,
L3Y 4W9



ENGINEERS/TECHNICIANS
Technical positions available with expanding consulting engineering firm that provides consulting services to municipalities and the development industry.

WATER RESOURCES
Individual with 2-3 years experience in urban drainage design. Hydrologic and hydraulic modelling skills are essential.

**SUBDIVISION
DEVELOPMENT**
Individuals with 2-3 years experience with residential and industrial subdivisions for the following 3 positions:

**DESIGNER
DRAFTSPERSON
INSPECTOR**
Apply in writing to:
COSBURN PATTERSON
WARDMAN LIMITED
7270 Woodbine Ave. Suite 201
Markham, Ontario L3R 4B9

**ENGINEERING
DEPARTMENT
TECHNICIAN ROADS
MAINTENANCE
MANAGEMENT SYSTEM**


Qualifications
A formal education in civil technology. Minimum one year experience in Roads Maintenance operations, Maintenance Management Systems and tendering procedures. Must possess a valid Ontario driver's licence Class "G".

Reporting to the Roads Supervisor the successful candidate will provide technical assistance on maintenance methods and procedures, to monitor and analyze the Maintenance Management System and assist in the preparation and control of the Road Maintenance Budget. Prepare tenders to process entrance applications, sign applications and wide load permits.

Please submit resume to Mrs. Audrey Douglas, Staffing Co-ordinator by December 22, 1986.

Human Resources Department,
The Regional Municipality of York,
Box 147,
Newmarket, Ontario,
L3Y 4W9




CLASS A MECHANIC
Busy shop. Up to \$15/hr.
Import Car experience preferred.
Will provide training. Call:
Al Rogers at 477-2421
Greenbelt Motors
7997 Kennedy Road
Markham/Unionville

Office Help

525

**EXPERIENCED
COMPUTER OPERATOR**
Primarily accounts receivable and inventory control. Basic accounting knowledge required.
Leslie/Hwy. 7
886-3637

Office Help

525

NEW! NEW! NEW!
TOWER TOTAL PERSONNEL SERVICES LTD.
is pleased to announce
the opening
of our new branch
servicing
the northeast
located
1031 McNicoll Ave. (Vic. Pk/Finch)
We're registering applicants now for assignments in fields such as:
• SECRETARY • CLERK TYPIST
• RECEPTIONIST • LITE INDUSTRIAL
Easy access by T.T.C.
492-5883

**PART TIME
RECEPTIONIST**
Monday — Friday, 8:30 a.m. — 1 p.m. Possibility of future full-time employment. Good telephone manner and typing a must. German language an asset.
Reply in writing to:
WEIDMUELLER TERMINATIONS LTD.
10 SPY COURT
MARKHAM, ONT.
L3R 5H6
ATTENTION: HANA RADOMIL

SECRETARY
Richmond Hill Computer Systems Consultants specializing in health care computing require a full time secretary.
York Central Health Systems, a subsidiary of York Central Hospital provides service to clients ranging from large hospitals to doctors' offices.
While the position requires a wide range of skills, the main focus is on word processing, secretarial and reception services.
We are looking for an experienced secretary who wishes to be associated with a small company with 12 staff and an excellent benefit package.
This position becomes available January 12, 1987.
Please send your resume in confidence to:
John Flint, President
YORK CENTRAL HEALTH SYSTEMS INC.
10 Trench St.
Richmond Hill, Ontario L4X 4Z3

**SECRETARY
FOR CHARITY
FUNDRAISING CAMPAIGN**
Metro Area Fund-raising campaign has immediate opening for secretary with good personality skills and car. Excellent pay and expenses. Possibly leading to full time position. Meet lots of people. Headquarters in new Markham office. Call:
Jack Price
475-1441

**MEDICAL
RECEPTIONIST
SHIFT WORK
Required**
Please send resumes to:
Box 4202
MARKHAM
ECONOMIST & SUN
9 HERITAGE ROAD
MARKHAM, ONT.
L3P 1M3

**Secretary/
Receptionist**
Friendly Richmond Hill office requires immediately a mature individual with excellent secretarial skills, pleasant telephone manner and experience with word processing and/or computers.
Position involves a variety of general office duties.
Contact: Valerie Gropp,
889-9534

**SALES SECRETARY/
RECEPTIONIST**
A rapidly growing telecommunications company in the Markham area has an opening for a Sales Secretary to work in a fast paced sales/service environment. Excellent phone manner and typing a must. Familiarity with Canon AP350 an asset. Starting salary 16k-18k. Please contact:
Francine Latremoville
477-0160

SAAB-SCANIA
Saab-Scania Canada, Inc.
D.P. OPERATOR
We have an immediate opening for a part-time Data Processing Operator to assist our DP Manager. Duties include disc-to-tape backup, input of nightly batch-jobs, teleprocessing to/from head office, running period ends.
Candidates must have a minimum of 5 years' general office experience. Necessary training will be provided. Working hours are 4-8 p.m., Monday-Friday, and flexible hours on weekends.
Please respond in writing to:
Susan French,
Saab-Scania Canada, Inc.,
55 Idema Road,
Markham, Ontario L3R 1A9

**GRAPHIC ARTS
DEALER**
Located in Markham
Requires an experienced Secretary/Receptionist with some clerical background. Must have own transportation. Permanent position with good company benefits.
Betty Rice
492-8999

**PART TIME
PERSON
required**
For general office duties. Typing a must.
Call Joan
477-4900
Woodbine/Hwy #7 area

**PART TIME
SECRETARY**
16-20 hours per week, starting January 11th.
Typing, reception and general clerical duties. Human relation skills important.
Salary negotiable depending on skills.
Inquiries and resume to:
Stouffville United Church
P.O. Box 1072
Stouffville, Ont. L0H 1L0

**PERSONNEL
REPRESENTATIVE**
Exciting opportunity for sale oriented person to service Markham and N/E Scarborough clients for growing personnel agency.
Flexible days/hours. Car necessary.
Call Diann
494-7227
R.D. WEBB &
ASSOCIATES LTD.

**PART TIME
AFTERNOON
RECEPTIONIST
CLERK/TYPIST**
To work in small, friendly office.
Just south of Markham, own transportation necessary.
Neatness, accuracy and pleasant telephone manner a must.
Please call
Office Manager
297-0470

CLERK
Working with 2 Kodak copiers. To Xerox, print and collate documents. Binding manuals, brochures, prints etc.
Grade 12 education required and good organizational skills.
Call Charlotte
475-5577

**ACCOUNTS
RECEIVABLE
CLERK**
Requires good telephone manner, aptitude for figures and a willingness to work on a computer. Grade 12 preferred.
Responsibilities include processing cash receipts and customer inquiries.
Contact
Russ Harrington
477-0030

**BOOKKEEPER/
TYPIST
required**
For small construction firm. Warden & Denison area. Full time position.
Call
477-5707

**SECRETARY/
BOOKKEEPER
required for**
Import/Distribution Company in Markham
Own transportation necessary. Non-smoking environment. Excellent salary and benefits for the right person.
Call 487-4919
or 477-5424
Between 9:30 am & 11:30 am