

General Help 510

SHIPPER/RECEIVER

We require an experienced individual to work in our warehouse.

Must be hardworking and reliable.

Qualified applicants please contact:

Angela
AOCO LIMITED/LIMITEE
479-4545
Highway #7 & 404 area

SERVICE CO-ORDINATOR

Required by leading heating/airconditioning service company in Markham. Must have good record keeping skills, some typing.

Salary commensurate with experience.

Call
Service Manager
475-3000

SECURITY GUARD

Emerson Electric requires a person to assume responsibility of Security Guard for its Markham plant on Hwy. #48.

Hours of work are 4:30 p.m. 12:30 a.m., Monday-Friday. Would be suitable for retired person. Resident of Markham preferred.

Interested applicants should apply to:

PERSONNEL OFFICE
EMERSON ELECTRIC
CANADA LTD.
P.O. Box 150
Markham, Ontario
L3P 3J6
294-9340

TWO WOODCUTTERS, suitable for semi-retired or retired men. Please apply in person to Reid's Custom Pallets Ltd., Stouffville Rd. just east of Kennedy Rd. (south part of Century Mill).

TODD BROS. CONTR. LTD. requires the following

- Dump Truck Driver
- Bulldozer Operator
- Backhoe Operator - 580 Case

Experience preferred
Contact Ross, 471-6211

SALES AGENTS NEEDED

Have you ever considered a career in real estate? Enthusiasm, hard work and the finest training available are the keys to a successful and rewarding career. The training never stops! You may work from your home or in conjunction with our offices.

To see if you are suited please call and we will spend an hour sharing ideas with you.

Call Brian Meharg
640-3131
CENTURY 21
GERRY MEHARG LTD.

SCHOOL CROSSING GUARD required

MAIN ST. & PARKWAY AVE.
MARKHAM

also

ROMFIELD CIRCUIT & KNOTTY PINE AREA
THORNHILL

Please apply to:
Department of Human Resources

MARKHAM
477-7000

A Career In Trucking

Transport Drivers needed. Now is the time to train for your class A license. For pre-screening interview and job placement information contact Merv Orr's Transport Driver Training, Brampton, 1-800-265-3559.

Skilled & Technical Help 515

Hydra-Lift Industries

Busy steel fabrication facility requires immediately-

- Drill Operator
- Brake Press Operator
- Planer Operator
- General Labourers Various Departments

All applicants should be production oriented.

Good benefit package.

Day Shift Only

Apply in person to: 15 East Beaver Creek Rd., Richmond Hill (Hwy. 7-Leslie area).
731-2464

Canadian Tire
Stouffville

requires

A Class "A" Mechanic. We offer competitive wages, benefits and profit sharing.

Apply in person
360 Main St. West

DRIVER JOB TRAINING & PLACEMENT HELP

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

DIESEL MECHANIC

Mechanic required by construction equipment company, must have good mechanical knowledge, will train. Excellent benefit package.

Apply to Manager
B.E. LARKIN
EQUIPMENT LTD.
Box 339, Gormley, Ont.
887-9171

Hydra-Lift Industries Ltd.
Requires

Quality Control Inspector

We have an immediate opening in our Q.C. department.

Experience in metal fabrication and assembly would be an asset.

We offer a good benefit package and good working conditions.

Apply in person 8:30 am. to 4 pm.

15 East Beaver Creek Rd., 3 Blocks north of Hwy. 7 off Leslie. Richmond Hill.
731-2464

LAMBERT'S CORVETTES

PAINT AND PREP PERSON

Apply in person
15001 Woodbine Avenue
Just north of Stouffville Road in Gormley

Mechanics
Diesel Class "A"
For private fleet.

Top wages and benefits.

Maple area.
832-2267

WANTED
Qualified Installer
For mirrored walls
Call
663-3667

WELDER FITTER required
Phone
898-1927 days
887-3054 evgs.

Office Help 525

Nielsen

ENTRY LEVEL CLERICAL

We are looking for entry level applicants interested in joining expanding department in a busy Market Research firm. These positions will teach computer terminal and coding skills.

We offer a good starting salary, excellent benefits and flex-time.

If you have grade 12 education, good observation skills and an interest in computer terminal work, please call:

JUNIOR SECRETARY

We require a good typist who has some experience with personal computers and top organizational skills, to assume junior secretarial responsibilities in our busy Media Division. We offer a good starting salary, benefits & flex time.

A.C. Nielsen Co.
of Canada Ltd.
160 McNABB STREET
MARKHAM, ONT. L3R 4S8
475-8048

MARKHAM BUSINESS & PERSONNEL SERVICES INC.

OPENING MON., MAY 11th

Thornhill Square, 300 John Street Suite 404, Thornhill, Ontario L3T-5W4
Now is the time for all good temps to come to the aid of our clients.

WE NEED:

- WP Operators
- Account Clerks
- Receptionists
- Data Entry Clerks
- Bookkeepers
- Legal & Medical Secretaries

Come in today for a chat and register with us.
764-3845

RECEPTIONIST/TYPIST

Immediate opening available in Woodbine/Steeles area for an experienced receptionist/typist. Professional pleasant telephone manner and good command of the English language essential. Duties will include answering a busy telephone system, typing, filing and other general duties. Competitive salary and excellent company benefits. Please call:
L THOMPSON
475-6850

ACCOUNTING CLERK

Great opportunity for recent grad to expand general bookkeeping knowledge. Excellent training provided in friendly Markham office. All benefits paid and summer hours! \$13K.

Call Marg 482-2464 or 294-6743

ACCOUNT REPRESENTATIVE

Career opportunity with a major financial institution. Must be outgoing and have own car. Must be willing to relocate. Telemarketing an asset.

Interested applicants please call:
Ted Pickering at
888-1223

SOFTWARE LIBRARIAN

Position exists for a Software Librarian. Duties will include word processor operation, backing up of computer files, file editing. Be familiar with or willing to learn the following:

File manipulation (under the UNIX operating system), program compilation, Assembly and Version Control.

Basic requirements are grade 12 education, 50 w.p.m. typing, familiarity with word processing and must have organizational skills.

Please call Charlotte Munro
TIE Communication Canada Inc.
475-5577

EXECUTIVE SECRETARY TEMPORARY

McNeil Pharmaceutical (Canada) Ltd. is a member of the Johnson & Johnson Family of Companies, manufacturing and marketing quality, ethical pharmaceutical products.

We require an Executive Secretary who is experienced in word processing (DisplayWrite III), using an IBM PC. This assignment will be for a temporary period of time reporting to the Vice President, Scientific Affairs. Familiarity with medical terminology would be an asset.

Please reply in writing to the Manager of Personnel.
"An Equal Opportunity Employer"

McNEIL PHARMACEUTICAL
600 Main Street West,
Stouffville, Ontario L4A 7X7
A Johnson & Johnson company

525

MAI Canada Ltd. a leading supplier of mini and micro computers, require

Human Resources, Clerk

Your flexibility and organizational skills will be used extensively in this position. The duties are varied; secretarial, calculations, and processing of benefit premiums, and making the daily bank deposit. If you have 2 years secretarial experience in a similar position, we would like to hear from you.

Clerk

To assist the Supervisor, Marketing Administration in placing, coordinating, scheduling, and expediting customer orders in a computerized environment.

If your background includes a grade 12 education, 2 years clerical experience in purchasing/marketing and have good communication skills, please send your resume stating salary requirements to:

MAI Canada Ltd.
140 Allstate Parkway
Unionville, Ontario
L3R 5Y8
Dept. KAG/MA/HR

MAI MAI Canada, Ltd.
A Bell Atlantic Company

Aggressive Electronic Firm requires

JUNIOR OFFICE STAFF for Credit Department. Will train.

ALSO requires

OFFICE STAFF
Typing necessary

471-8444

CLIENT SUPPORT TRAINEE

P.B.S. supplies word processing and computerized accounts systems to Law Firms. We need another member for our support team.

If you have a bookkeeping background, experience in dealing with clients, enjoy trouble shooting and are a self-starter, we want to meet you.

Computer experience is an asset, but not necessary as training will be provided to the right person.

Please phone us if you can feel you qualify.
477-4466

GENERAL OFFICE

Part time with bookkeeping and PC experience. Approximately 3 days/week, 15-20 hours. Active office environment with emphasis on customer satisfaction.

Reply in writing to
DATA PRODUCTS CANADA
15 West Pearce Street
Richmond Hill, Ontario L4B 1H6

JUNIOR FILE CLERK

Required immediately for head office of a record retailer located north of Warden and Steeles.

We're looking for a pleasant and well organized individual. Duties include: numerical filing and mailing of invoices.

We offer a complete benefit package including OHIP.

If interested please call
Michael Rupram
474-1900

PAYROLL CLERK

Markham manufacturing company has an immediate opening for an intermediate payroll clerk.

Must be experienced on computerized system, preferably IBM-PC. Good salary and 100% benefits.

Apply in person at
C & M PRODUCTS LTD.
189 Bullock Drive, Markham
— NO PHONE CALLS PLEASE —

PERMANENT - PART TIME PERSON

Required for small sales office at Hwy. 7 & Leslie St. The work involves light office duties from 10 am - 3 pm daily.

Reply to
P.O. Box 711
Gormley, Ontario
L0H 1G0

PERMANENT PART TIME WEEKEND RECEPTIONIST

Required Saturday and Sunday 9 a.m. - 6 p.m. 52 weeks - will consider summer period if we are unable to hire long term.

General clerical duties, telephones very busy, typing, deposits, etc.

Apply in person to
MARKHAM CENTENNIAL CENTRE
McCowan Rd. (North of Hwy #7)
Behind Markville Mall

RECEPTIONIST

An electronics company located near Highway #7 and Woodbine Avenue is looking for an experienced receptionist.

This person must be personable and have a professional and pleasant telephone manner. Duties will include answering a busy telephone system plus other miscellaneous functions.

Please call Mrs. Jean Chapman
for an appointment
475-8500