

**INVENTORY CONTROL CLERK**

Auto parts manufacturing company has an immediate opening within our Production Control Department.

Successful applicant will be skilled in data entry within a production environment, have knowledge of MRP and Cycle Count procedures and be a good communicator.

Apply in person or by resume to:

Personnel Department  
Excel Metalcraft Ltd.  
95 Cousins Drive  
Aurora, Ontario  
L4G 3H1

**Receptionist**

Bright new modern, non-smoking office.  
Paid benefits.

4-line telephone.  
Word processing, order taking, dictaphone.

881-7025

Ms. Macdonald

**RECEPTIONIST  
TYPIST  
REQUIRED**

General office duties. Word processing experience would be an asset.

Excellent benefits and salary.  
For an appointment please call:

477-4397

**SENIOR  
BOOKKEEPER**

Required for non-smoking office.

Computer and Country Club experience an asset.  
Must be able to deal with the public.

Call  
Vicki Jackson  
731-2800

**SECRETARY  
RECEPTIONIST  
REQUIRED**

Must be fully experienced.

CALL  
475-5800

**SECRETARY**

Requirements include: reasonable typing ability, familiarity with a keyboard, willingness to work on a keyboard and grade 12 preferred.

Responsibilities include basic secretarial duties, data entry and other general office duties.

Please contact  
R. HOUGHTON  
477-0030

**REAL ESTATE  
SECRETARY**

Position available in our Unionville office.

Do you have excellent organizational and typing skills? Real Estate knowledge and computer skills would be an asset.

This position is open immediately.

For a confidential interview call:

Karen Gerrard  
477-2533  
Century 21, Armour Real Estate Inc.

Sales Help & Agents 530

**PRINTING  
SALESPERSON**

We are looking for an energetic outside salesperson to work for a corporate store and help us establish a stronger client base.

Experience not necessary — training will be provided to suitable applicant.

Salary plus commission plus gas allowance.

Contact  
STORE MANAGER  
475-0305

**BELINDA &  
BROTHER**

**FULL TIME  
MANAGEMENT  
TRAINEE  
required**

Experience preferred, but not necessary.

CALL 477-6726  
or apply in person to  
MARKVILLE SHOPPING CENTRE  
Ask for Kelly

**A REAL ESTATE AGENT**

A new home real estate specialist currently needs licensed agents to join their new team of backup agents.

If you are:

- A gressive
- L earned
- A good closer
- N eed career move
- A rticulate

**CONTACT**

Donald A. Kett  
Vice-President  
Alana Realty Inc. Broker  
1 Valleywood Drive, Suite 102  
Markham, Ontario L3R 5L9  
479-8303

We will also train agents for  
Industrial, Commercial and Investment Real Estate

**COUNTER SALES PERSONNEL**

Required for Parkers Cleaners - Unionville location.

Various hours: 7:30 a.m. to 4:30 p.m.

Please call  
494-6756

**INDUSTRIAL SALES  
Salary/Commission  
Company Car**

A Canadian manufacturer of packaging materials and equipment is seeking a technically-oriented individual interested in pursuing an active sales career in the Toronto area.

This person will be responsible for maintaining current accounts in the area as well as the development of new business.

Individuals with a good technical background and/or a proven track record in equipment sales will be given preference.

We offer an attractive package which includes salary, commission, company car, all paid expenses, profit sharing and medical packages.

Please send resume with past employment and education history to:

Strapex (Canada) Inc.  
P.O. Box 576  
Cobourg, Ontario K9A 4L3

**strapex**

**SALES  
PROMOTIONS  
REPS**

Career start-up positions available in the fast growth Health & Recreation industry. People needed part time or full time to start immediately in the following areas:

- Pickering • Toronto
- Whitby • North York
- Markham • Rexdale

Will train. Wages plus commission. Call:

487-3020  
Ask for Peter

Hospital, Medical, Dental 535



**PARKVIEW HOME**

requires

**REGISTERED NURSE**  
(part-time/nights)

We will provide:

- \* a thorough orientation
- \* a complete benefit package
- \* shift differential payment

Interested persons  
apply at:

The Office  
481 Rupert Ave.,  
Stouffville, Ont.  
L4A 1T7  
640-1911

**ANNOUNCING**

**BUY 4  
GET 2 FREE  
Classified Ad Special**

Here's how it works —  
Place your Classified ad in this  
publication... order your ad to run for  
4 consecutive days, and we'll run your ad  
for 2 extra days at no extra cost!

This is a limited offer, so hurry!  
Offer available on private word ads only.  
Call now — 294-4331 640-2100

**Economist & Sun The Tribune**

**Economist & Sun**

**ADVERTISING REPRESENTATIVE**

A busy community newspaper has an immediate opening for display advertising representative.

Duties would involve maintaining and servicing an existing account list while establishing new accounts.

Remuneration involves salary, commission and car allowance.

Applicants must be energetic and able to work with others.

CALL CHARLIE CANNING  
at 294-2200 or send resume  
9 Heritage Road  
Markham, Ontario L3P 1M3