

Brownlee Personnel Services

- **A/R CLK.** - A busy environment and varied position. Accts. Receivable exper. and good typing skills (50 wpm) needed. Computer training provided. \$18,200. 3 mo. review. Good benefits.
- **INTERMEDIATE A/P.** Utilize your acctg. skills in this fast growing Richmond Hill Co. Accts. payable background & computer exper. needed. Salary to \$20,000. + benefits.
- **2 MAILROOM CLKS.** - Large Int'l. Co. moving to Markham needs two Mailroom Clks. Duties: mail distrib., courier, ordering office supplies, photocopying, picking up parcels at loading dock, etc. MALES preferred due to lifting requirements. Excellent advancement potential. \$17,000 + 100% benefits.
- **BILINGUAL CUST. SERV.** - Well known Int'l. Co. is seeking fluent Bilingual (French/English) individual with Customer Service background and computer terminal exper. Salary to \$25,000. Excellent benefits.
- **SECTY/EXEC. RECEPT.** - \$20,800. If you are versatile, and enjoy reception as well as secretarial duties, our client, a Public Relations co., is interested in meeting you. Good typing skills required. Some exposure to W.P./computer an asset.
- **PERM. P.T.** - Engineering Firm (Woodbine/Hwy. 7) requires Word Processing Secretary (IBM/WORDPERFECT an asset) to cover-off maternity leave (Mar/July) 4 1/2 days/wk.

THESE ARE ONLY A FEW OF THE JOB OPPORTUNITIES AVAILABLE - CALL TODAY. EVENING APPOINTMENTS CAN BE ARRANGED.

107 MAIN ST., UNIONVILLE
471-5060 or 470-1771

ASSEMBLY HELP

A well established manufacturer of electrical devices has a new modern facility ready for production. We have immediate and future openings on our afternoon shift for light assembly workers.

We offer competitive wages and benefits. This is an excellent opportunity for motivated flexible people to grow with a company that offers a high quality work environment and a participative management philosophy. Easy access by TTC. Apply in person at:

Northern Devices Inc.
35 Dynamic Drive
(Markham Road & Finch Ave. area)
Scarborough, Ontario

THE FRAMING EXPERIENCE

Requires attractive outgoing person with a flair for colour and design and a **SUPER** ability to work with people. Must be responsible and willing to work some evenings and Saturdays.

This is for career minded individuals. Three month training program. Full time job.

Applications taken in person only:

266 Wellington St. W. (Hwy. 7)
(Just east of McCowan)
Markham, Ontario

PRODUCTION MECHANICS

A well established manufacturer of electrical devices has a new modern facility ready for production. We have immediate need on our afternoon shift for production mechanics in our assembly and compression moulding departments. Candidates should possess 3-5 years experience with electrical, pneumatic and hydraulic machinery maintenance and repair.

We offer competitive wages and benefits. This is an excellent opportunity for motivated flexible people to grow with a company that offers a high quality work environment and a participative management philosophy. Easy access by TTC. Apply in person at:

Northern Devices Inc.
35 Dynamic Drive
(Markham Road & Finch Ave. area)
Scarborough, Ontario

Simcoe TRANSIT CO. RECRUITER

In order to meet the growing demand for school bus drivers, created by the population expansion in South York and Durham Region, Simcoe Transit Company has a new opportunity for a recruiter. You will be a sales oriented self starter with effective communication skills who can meet the challenge of developing and implementing recruitment strategies.

Simcoe offers a competitive salary plus incentives package.

Please send a detailed resume to:
Alberta Witruk
Operations Manager
Simcoe Transit Company
12 Cardico Drive, Gormley, L0H 1G0

DRIVERS AND WAREHOUSE PERSONNEL

CAL-ABCO, a leading distributor of personal computers and sub-systems requires several bright, energetic individuals for its new and larger Canadian distribution centre. We will provide operational training specifically related to order processing, customs' entries and light freight forwarding. Our company offers a competitive salary and an excellent benefits package. Immediate offers will be made to the right individuals.

Mr. S. Bassin,
CAL-ABCO
170 Alden Road, Markham L3R 4C1
475-4066



Help Wanted For Our 3 Locations

- requires
- **ASSISTANT DELI CLERK**
Unionville Store
 - **FULL TIME BAKERY CLERK**
Unionville Store

APPLY IN PERSON
- NO EXPERIENCE NECESSARY



MEADOWVALE SECURITY GUARD SERVICES INC.

Security Officers

Full/part-time for Condominiums, Commercial and Industrial Sites in Toronto, Don Mills and Finch locations.

- Requirements:
- Mature outlook
 - Able to work shifts
 - Well groomed
 - Previous experience an asset.

- We offer:
- A Career Path
 - Above average earnings up to \$8 an hour
 - Health & Insurance benefits

For appointment call:

Mississauga/Brampton
821-0100
Toronto
587-6661
M.S.G.

CHECK YOUR ADS FOR ACCURACY ON THE FIRST DAY

The Markham Economist & Sun cannot be responsible for the cost of more than one incorrect insertion. Any errors in the Classified Ads Section should be called to the attention of the Classified Department on the first day of publication.

Call
294-2200

Skilled & Technical Help 515

NORTH MARKHAM

HONDA
Requires
Licensed
MECHANIC

Contact Moeen
477-2451

Skilled & Technical Help 515

TOOL & DIE MAKER "Opportunity"

Be the first Tool Maker to make use of our newly established tool room. Successful applicant will be required to work on all types of press tooling and will be required to make new tools and fixtures as needed. Competitive wages and company benefits.

CALL 883-9535

DRIVER JOB TRAINING & PLACEMENT HELP

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

SHEET METAL INSTALLERS

required to work on commercial installations. Journeyman rate: \$19.69 per hour plus benefit package, pension and profit sharing.
Phone: 764-0913
Naylor Group Inc.

PLUMBERS

required to work on commercial installations. Journeyman rate: \$19.69 per hour plus benefit package, pension and profit sharing.

Phone: 764-0913
NAYLOR GROUP INC.

StorageTek Canada, Inc.

StorageTek Canada, Inc., an innovator in the field of computer subsystems, currently has an opening in their Remanufacturing Department in Richmond Hill for a

Cable Warehouse Person

The main responsibilities of this position will be to receive, process and ship orders; determine condition of used cables; update and maintain inventory records (manual and computerized). On-call duty one week/month after business hours and on weekends.

As the ideal candidate, you have a minimum of one year's experience and are a Grade 12 graduate. Good communication and interpersonal skills are essential. Previous experience using a forklift truck an asset.

Competitive wages and good working conditions are offered. Interested applicants should call: Jackie Finnegan between 9:00 a.m. and 4:00 p.m. at (416) 675-3350.

StorageTek

FLEXO PLATE MOUNTERS

Aurora converter has openings in Flexo Dept. for experienced plate mounters.

Excellent working conditions in a new plant with modern equipment.

Good wages and benefits.
Phone for appointment:
883-3101 and

* FRONT END RUBBER TIRED LOADER OPERATOR * DIESEL MECHANIC

Calderpillar experience essential.
Contact: Tom Baird,
GORMLEY AGGREGATES LIMITED
888-1931

JUNIOR/INTERMEDIATE DRAFTSPERSON

Small civil engineering company in the Markham area has opening available.

Send resume to
Box 4336
Markham Economist & Sun
9 Heritage Road
Markham, Ontario
L3P 1M3

Office Help 525

PERMANENT PART TIME PERSON FRIDAY

required for small Markham office Mon. to Fri. from 9 a.m. to 1 p.m. Must have good command of English, accurate typing and general office experience. Will be trained on PC. Non-smoker. Car an asset. Would suit home-maker returning to work. \$10 to \$12 an hour. Call after 10 a.m.
477-9191



CLERK - \$16K

Marketing firm is looking for self-starter to handle basic typing, filing etc... Growth potential!

RECEPTIONIST \$16-17K

Large friendly company requires that "special" someone for their front desk.

INTER. SECRETARY \$22K + +

Must have a "eye for detail" enjoy lots of filing and have the ability to keep two "great" managers organized. Lovely offices - Good benefits.

CUSTOMER SERVICE \$24-27K

Well-established company requires 2-3 years experience in a technical background. A definite career move.

ALSO

Several "temp" positions always available but especially needed at this time are:

- Clerks
- Receptionists
- Typists
- Word Perfect Oper.
- Multitask Oper.

Join us for a coffee today

DGS group

764-6344 or 773-4266
9005 Leslie St., Ste. 103
Richmond Hill

'ACCOUNTING CLERK I'

Application are now being received for the above position in the Treasury Department - Accounting.

DUTIES: To enter revenue journals after certification, approved journal entries, and monthly facility reconciliation sheets via Wang Computer terminal; to assist Accounting Clerk III in maintaining and balancing subsidiary ledgers for deposits on a monthly basis; general clerical duties as assigned.

QUALIFICATIONS: Commercial high school graduation diploma or equivalent; excellent typing skills; knowledge of and experience with computer terminal input essential.

SALARY: \$16,622.00 to \$18,579.00 per annum - Grade 3, 1987 Rate (under review)

Please apply on or before February 19, 1988:

Department of Human Resources



Town of Markham
8911 Woodbine Avenue
Markham, Ontario
L3R 1A1

FULL OR PART TIME SECRETARY

Required for non-smoking legal office.

No experience necessary - will train. Shorthand an asset.

Please call
477-5151

Tetra Pak is a world leader in the supply of form-fill-seal packaging systems and materials for liquid foods. We presently have an opening in our Research & Development Group for a:

SECRETARY

Reporting to the Manager of Research & Development, you are responsible for the secretarial duties for the Group.

The qualified applicant will have strong secretarial and organizational skills; shorthand is a must. Word processing and P.C. experience a definite asset. The ability to think clearly and function well as a member of a team is essential.

Tetra Pak Inc. offers competitive salaries commensurate with experience and a comprehensive benefit package. Interested candidates are invited to submit a resume stating salary expectations to: Personnel Department, Tetra Pak Inc., 200 Vandorf Road, Aurora, Ontario, L4G 3G8, or telephone 841-2685.



Tetra Pak Inc.

PERMANENT POSITIONS ONLY IF YOU LIKE IT! to \$18,000.

We have a number of trial period positions along the Reception/Typist and Person Friday career lines. Start on our payroll and let us know if the position is right up your alley before making the commitment. North Scarborough locations right off the 404. Try it, you may like it!

DATA ENTRY Flip a Coin Flip a Job

Loads of long-term data entry assignments available to you. Whether you want a temporary or permanent position, you could be settled in front of a terminal tomorrow. Junior and senior positions available in the most top notch companies.

For more information please call
VALERIE or DIANA
477-7557

