



Here's a chance to help out Jimmy. He and a lot of other students like him need someone to get them to and from school **SAFE** and **SOUND**.

We'd like to have you drive one of our easy-to-handle buses. We'll even train you **FREE!**

Find out more about a part-time job that offers extra income and provides a great deal of personal satisfaction. Call **Lorraine** at 294-6006

Working **TOGETHER** to be the **SAFEST** and the **BEST**.



PRESSER CLEANER

Dry cleaning plant, top salary, good working conditions.

WALKERS CLEANERS
4481 Hwy. 7 E.
at Kennedy Rd.
Unionville
477-2773



**ARE YOU GOOD?
ARE YOU ORGANIZED?**

General Warehouse Helper/Driver

Is required for a fast paced operation in the Warden-Steeles area.

ARE YOU THIS PERSON?

If so - Call **Bob**,
475-1095



WANTED PART-TIME & FULL-TIME LUBE TECHNICIANS

We provide • Uniforms • Incentive Plans. Good position for students seeking summer employment. Basic mechanical knowledge and drivers licence required.

294-5000

Ask for **Carmen** or **Gary**

**2 SERVICE ORDER DESK CLERKS
2 PARTS CLERKS**
required
FULL TIME

Full benefit package, competitive wages.

Call **Bill Wood**
Ingis Ltd.
110 Torbay Rd. Unit 1
Markham
475-9511

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

Experience on Caterpillar equipment preferred.

Contact: **Tom Baird**,
Gormley Aggregates,
P. O. Box 39, Gormley LOH 1G0
888-1931 773-6586

GENERAL WOODWORKER REQUIRED

With or without experience. Warden/Steeles area.

475-6598

*** WOODWORKER * REQUIRED GOODWOOD STAIRS**

640-6885

**TIRED OF COMMUTING!!!
WORK IN STOUFFVILLE
AS A MAINTENANCE MECHANIC**

Due to expansion in Plant activity, an Industrial Mechanic (M. Wright) with a minimum of 4 years experience is required to maintain plant equipment on a 3 shift basis.

Starting Rate \$13.69 per hour plus 40c shift premium for afternoon shift, and 60c mid-night shift.

Excellent benefits including dental plan, profit sharing plan and stock options.

If you have a good work record and want to join a progressive company contact:

Personnel Department,
CABLE TECH CO. LTD.
500 Main St. W. Box 1149,
Stouffville, Ont. L4A 8A2

A **NOMA COMPANY**
416-640-4333

ASSISTANT SECRETARY -for- Markham Fair

Part time. Approximately 3 days per week. Full time for 3 months around Fair. Flexible hours, communication skills, typing 50 w.p.m., own transportation. Computer knowledge an asset. Must be bondable.

Send resume and references to:
Diane Ward
R.R. 4, Stouffville, Ont.
L4A 7X5

BILINGUAL (English/French) Collections/ Data Entry

For new and fast growing office in Leslie-Hwy. 7 area.

764-1538

BOOKKEEPER

For small retail business — one day per week. Hours flexible. Experience on One-Write, A/R, A/P and Payroll.

479-1050

EXECUTIVE SECRETARY

A leading voluntary social service agency requires an Executive Secretary. Reporting to the Executive Director, the successful candidate will provide administrative assistance at a senior level.

The ideal candidate will possess excellent typing (60-70 wpm), shorthand and organizational skills. Previous experience with word processing essential, preferably on Word Perfect. Prior supervisory experience an asset.

Salary and benefits will reflect the seniority of this position.

Reply in confidence by August 18th, 1988, to:
The Executive Director, York South Association for Community Living, 475 Edward Avenue, Richmond Hill, Ontario L4C 5E5.



TORONTO DOMINION BANK REQUIRES

• One general office/receptionist
• Three — full time tellers
Monday through Friday

Experience preferred but will train. Candidates should have a willingness to team and a pleasant personality. Contact:

Doug Blackburn
7085 Woodbine (near Steeles)
Markham
475-6291

SECRETARY/ RECEPTIONIST

For firm of Chartered Accountants in Markham.

Call
479-2900

OFFICE MANAGER TO 36K
Dynamic young Scarborough importer/distributor of restaurant supplies seeks computer oriented individual for diversified role, including accounting, inside sales, administration. Work directly with owner in small office environment.
RECEPTIONIST TO 22K
Customer service, some typing, computer experience an asset. 2 to 3 years office experience, and an outgoing personality required.
Be a part of a small winning team and grow with us. Send resume to:
Rabco Foodservice Ltd.
c/o 219 Milan Street
Toronto, Ontario M5A 4C3

Woodbine - 14th, Ave.
Fast growing company looking for ambitious people.

- Secretary
- Receptionist
- Accounts Payable
- Bookkeeper

Call **Adele**,
493-0559

ORDER DESK CLERK

Fast growing company in Beaver Creek Business Park requires a bright, energetic person to handle order processing on a busy Order Desk. The applicant should have general office experience and at least 50 w.p.m. typing for computer input. Good telephone manner is a must.

We offer a pleasant working environment and congenial atmosphere. This is a interesting position which offers a good starting salary.

Please send resume to
LINDA BALAZS
HUNTER AUTOMOTIVE EQUIPMENT LTD.
55 West Beaver Creek Road, Unit 21
Richmond Hill, Ontario L4B 1K5

RECEPTIONIST-SECRETARY

We are looking for a Receptionist-Secretary for our busy employment office. Someone who uses word processing and is interested in learning test administration and applicant coordination.

If you are an outgoing, result-oriented person who enjoys an environment where you can establish your own procedures and will work under minimal supervision, then we have an excellent opportunity for you.

Please send your resume stating salary expectations to:

Agnes Van Haeren
3125 Steeles Ave. E.
North York, Ontario M2H 2H6
Or call 499-1441



MOTOROLA CANADA LIMITED

SALES SECRETARY/ RECEPTIONIST

Required for small Engineering Sales Office. Hwy. 404 and Stouffville Rd. area. Typing of quotations, sales correspondence and various sales office support duties.

888-1164

White Rose
CRAFTS AND NURSERY SALES LIMITED
CLERICAL ASSISTANT

Full time position offering attractive company benefits. Person with aptitude for figures required.

Apply in person to
J. Sullivan
WHITE ROSE CRAFTS & NURSERY SALES LTD.
4038 Highway #7, Unionville, Ontario
477-3330



EXECUTIVE SECRETARY

The successful candidate needs to possess highly developed organizational, co-ordinating and typing skills with facility in PC word processing to work in a busy environment requiring an efficient work flow turnaround for the Executive Director. An understanding of housing management would be an asset. Ability to work specified evenings is essential. Persons with a flexible, self-initiating attitude who enjoy being involved with seniors are invited to submit a resume marked 'Confidential', before August 15, 1988, to:

Mrs. Margaret Hill
Assistant Administrator
Union Villa
4300 Highway #7
Unionville, Ontario L3R 1L8

RECEPTIONIST

Enthusiasm, professionalism, excellent telephone manner and good communication skills are essential if you wish to be part of the team in our new Markham law office. Several years of related experience is required. If you're looking for a first-class opportunity, call me now.

BRENDA OSTROM
MILLER, THOMSON, SEDGEWICK,
LEWIS & HEALY
595-8661

North Toronto Cellular

Canet's largest Service Centre for one-stop sales, installation and service has immediate openings for:

**Bench Technician
Installer
Accountant
Receptionist**

Please call or send resume to:

Service Manager/Office Manager
North-Toronto Cellular
10 West Pearce Street
Richmond Hill, Ontario
L4B 1B6
731-7904

LABOURERS REQUIRED

Mature, well groomed. Permanent and full time positions.

497-7021
- or -
283-9296

Between 8 - 10 p.m.

CLASS "D" DRIVER

With clean abstract. Opportunity for full-time employment with established company. Good starting rate and benefit program. This com. job takes pride in giving the best service to its customers. Some heavy lifting required. Please call 881-9808

'B' CLASS DRIVERS

WANTED IMMEDIATELY

Call between 8 a.m.-5 p.m.

470-1131

ZIPP DRUGS & MORE
requires

- FULL TIME CASHIERS
- PART TIME STOCK CLERKS

Apply
ZIPP DRUGS
86 Wellington St. W.
Markham
471-7123
Ask for **Jill**

WAREHOUSE HELP REQUIRED
Steeles/Woodbine area
Please apply at:
SWISS HERBAL REMEDIES
181 Don Park Dr.
Markham
475-6349

DRIVER/WAREHOUSE PERSON
required

For busy Richmond Hill operation. Clean driving record a must. Call:
731-8123

VETERINARY CLINIC

Our students are returning to school. We will require:

Full Time
Kennel Help
Some shift work involved.
640-1641



PART-TIME MATRON

15 hours per week, Monday through Friday. Contact:

Mrs. McMullen
Personnel Manager
Woolco Department Store
5000 Hwy. #7
477-6060

TORONTO AIRWAYS LTD.
requires

FULL-TIME DISPATCHERS
Rotating Shifts

Duties include dispatching aircraft, aircraft reservations and the cashier function.

Applicants should be organized, have good telephone skills and have experience handling money.

Please call **DONNA SMITH** at:

(416) 477-8100