

General Help

510

**STUDENTS
\$11.05**

Due to an expansion a National Firm has entry level positions in our Marketing Dept. No experience necessary. Flexible full and part-time hours. Call for an interview appointment.

MARKHAM 474-1616 (10 a.m. - 6 p.m.)

SCARBOROUGH 283-1024 (10 a.m. - 6 p.m.)

**QUALITY CONTROL INSPECTOR
PLASTIC INJECTION
Midnight Shift**

Shop floor and lab inspection knowledge of S.P.C. an asset. Immediate opening for an experienced individual. Full company benefit program.

Please send your personal resume to the attention of:

**Mr. Lance Dillington,
Shepherd Products Inc.
16 Main St., Unionville
Unionville, Ontario L3R 2E4**

**SHIPPER/
RECEIVER**

Immediate opening in our Automotive Parts manufacturing plant for a qualified Shipper/Receiver with a minimum of 3 years shipping/receiving experience.

We offer steady employment and a good wage and benefit package.

Apply in person,
273 Enford Rd., Richmond Hill

Skilled & Technical Help

515

**TOOL & DIE MAKERS/
DIE SHOP FOREMAN**

Required by expanding manufacturer located in Calgary. Wide range of experience and knowledge including Wire EDM a definite asset. Excellent company benefits. Apply by resume only to:

**Jager Industries Inc., Special Products Branch
8835 MacLeod Trail S.W., Calgary, Alberta T2H 0M3**

Computer/Data Processing

520

INSTALLATION CO-ORDINATOR

We are a well-established, fast growing company looking for a bright, alert, and self-motivated individual able to work with minimum supervision as Installation Co-ordinator. Duties will include interfacing with customers, co-ordinating installation activities, Word Processing, and Data Processing.

Excellent benefit package and advancement opportunities. Salary commensurate with experience.

Please contact: **IWONA D'SOUZA
CABLECOR DATA LINES LTD.
18 RIVIERA DR., MARKHAM, ONT.
477-4770**

Office Help

525

PERSON FRIDAY

Small import company requires mature person with good office skills and phone manner. Must be willing to learn and grow with the company. Salary commensurate with skills. Hours: Monday-Friday, 8:30 - 5.

471-8595

**RECEPTIONIST
PERSON FRIDAY**

Required for modern busy office. Self-motivated with strong communication and typing skills, pleasant telephone manner, word processing and data entry an asset. Non-smoking office. Woodbine-Steeles area.

470-2599

General Help

510



To meet the demands of our growth Buckingham Manor now requires mature and caring individuals for:

- R.N.A. full & part-time
- GUEST ATTENDANT/HOUSEKEEPER
- ACTIVITIES PERSON part-time
- MAINTENANCE/HANDYPERSON part-time
- 2ND COOK part-time

Call Elizabeth Gundy
640-6660

**PARTICIPATION
HOUSE**

Weekend COOK position available

Hours: 10:30 a.m. to 7 p.m.

Experience preferred

Call Ruth
294-7748



**We are looking for a
PART TIME
CASHIER**

No experience necessary

Apply to: John
Monday to Friday
8 a.m. to 1 p.m.
8510 Woodbine Ave.
& Hwy #7
477-8556

**AIRLINES
NOW HIRING**

Entry level positions available. Call now!

604-687-2539

Sales Help & Agents

530

**\$48,000 A YEAR
SECOND INCOME**

(Commissions verifiable)
NEW CDN. HEALTH PRODUCT
One unique product only
472-3722
24 hr. message

Hotel/Restaurant

540

**CHEF/
SOUS CHEF**

Experience necessary. For seafood grill located in Markham. Salary commensurate with experience.

Call Bill Lum
472-2288

Domestic Help Wanted

550

HOUSEKEEPER daily, Unionville. Housecleaning, laundry, some cooking. Flexible working hours. Contact David Barbeau, day: 865-0252, night: 477-3043. References required.

Domestic Help Available

555

CLEANING lady available for Markham, Unionville, and Stouffville. Reasonable. References. Call Lisa: 494-0261.

Hi, how are you? I can clean your house for just \$40, once a week. Contact me at 640-9456, Marcia (I have references).

(MIGHTY MAID - Homecare Service, 472-3014)

Skilled & Technical Help

515

**MASTER CARPENTERS
AND
CABINET MAKERS
— ABOVE UNION WAGES —**

We are a 25 year old company who specializes in GEORGIAN STYLE ARCHITECTURE, building 1 or 2 homes a year plus large extensive renovations where quality and craftsmanship are a must. A complete cabinet shop set up on site to create fine detailing from the past.

Job locations: Markham Unionville, Forest Hill and Rosedale.

ONLY TRUE CRAFTSMEN NEED APPLY

294-2356



**THE YORK REGION
BOARD OF EDUCATION**

Requires for August 27, 1990

**Audio-Visual Assistant
at Milliken Mills High School**

Salary Range \$12.52-\$13.72 per hour, thirty five (35) hour week for School Year (10 Months)

Qualifications include a minimum of two years secondary school education with work related experience and skills, or training in the Audio-Visual field. Ability to deal effectively with a wide range of staff and knowledge of electronics are desirable as preferred skills.

Written applications with resume, must be submitted by 5:00 p.m. Thursday, July 24, 1990 to:

**Frank Tynan,
Business Administrator
Area "H" Office
7522 Kennedy Road
Unionville, Ontario
L3R 9S5**

Harry Bowes
Chairman

R.L. Cressman
Director

Office Help

525

**DATA ENTRY/
TELEMARKETING**

Required by pet food distributor Hwy #7/Woodbine.

940-5255

Dicta Typist - 3-5 days per week. Good typing and language skills essential. Medical Clinic. Send resume and covering letter to: Personnel, 6633 Hwy #7, Suite 304, Markham L3P 3B4.

**FULL TIME &
PART TIME
RECEPTIONISTS**

Required for Real Estate company Monday-Friday, 9-5 p.m. Saturday 9-5 p.m.

Aileen Mak
or
C.K. Chan
940-9191

Omnium Medical Devices of Canada Inc. is a small successful company in the sales and service of medical equipment. We are seeking the following full time and part time positions:

AP Clerk - You will be responsible for the coding & processing of invoices for payment. The ideal candidate should have some AP experience and be well organized.

General Office Clerk - Your duties include answering phone calls, taking & filling orders, and some light shipping.

To apply, please phone 886-2105 or forward resume to: **Omnium Medical Devices of Canada Inc., 34 Sims Crescent, Unit 8, Richmond Hill, Ontario L4B 1B8 (Leslie & Hwy #7).**

HELP WANTED

Accounts Receivable, for a rapidly expanding franchiser located at Hwy 7 and Woodbine Ave. A strong receivable background is a must. ACCPAC, Lotus, commercial lease and retail store accounting, would be an asset. Your own transportation is essential. Please mail resume stating salary requirements to:

**MISTER C'S LIMITED
8261 Woodbine Avenue
Markham, Ontario
L3R 8Z5**

ATTN: CAROL REDMAN

Simpsons Commercial Interiors, a division of Simpsons Limited, one of the leading office furniture dealers in the Toronto area, requires the following positions to be filled:

DATA ENTRY CLERKS

- challenging opportunity to work on the IBM AS400 system
- good typing skills - 50 wpm
- relief switchboard (SLI)

CLERK

- processing of all mail
- matching invoices to purchase orders
- faxing
- relief on switchboard (SLI)

Good starting salary, fringe benefits and "State of the Art" working environment.

PLEASE SEND OR FAX RESUME TO:

Mrs. Sandra Azeez
Office Manager
Simpsons Commercial Interiors
117 Allstate Parkway
Markham, Ontario
L3R 9T8

Fax: 479-6919 Metro wide 798-7751

NO AGENCIES PLEASE

