

# Employment

## Careers

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### MANAGER

Required for Retail Travel Agency. Must be sales oriented. Located at Victoria Park Avenue & Steeles Avenue.

Call  
(416) 499-9585

Challenging career opportunity in Management for established and growing Real Estate company seeking someone with:

- Sales experience
- Goal oriented
- Enthusiasm

Salary negotiable with override.  
Send resume to: P.M.I. Box 1820, Markham, Ontario L3P 1X5.

### Career Training 500

#### WORD PROCESSING WORDPERFECT, WANG

- Learn in just 10 hours
- Small personalized classes
- Tax deductible fees
- Start anytime

MARKHAM WORD  
PROCESSING CENTRE  
479-1811

### General Help 510

A local Unionville Real Estate company requires a  
**RECEPTIONIST  
/TYPIST**

This position requires a mature, well-groomed individual with a pleasant personality, good verbal communication skills. Other clerical duties will be assigned.  
Hours: 9 a.m. - 5 p.m., Monday - Friday. Car required.  
Starting September 4, 1990.

Please call  
Kirsten  
477-2223

Small, non-smoking office in Warden / 14th area requires

#### FULL TIME PERMANENT RECEPTIONIST/ SECRETARY

For typing, filing, phones, etc. Excellent command of both written and spoken English a must. Experience on Lotus 1-2-3 and Multimate a definite asset. Benefit package. Salary commensurate with experience.

Call Nancy, 477-2270

#### Marriott Corporation CASHIER

We require a qualified cashier to work in the cafeteria at McNeil Pharmaceutical (Canada) Ltd. The hours of work are 7 a.m. - 3 p.m. Monday through Friday. Interested applicants contact:

Deena  
640-6900 ext. 279

#### COSMETICIAN

Austin Health Care Corp., one of Canada's largest retail chains, requires Cosmetician personnel to staff its Scarborough and Markham locations. Knowledge of, or previous experience in Cosmetics preferred. Competitive salary and benefits package. Send resumes to: P.O. Box 5013, Station "A", Downsview, Ont. M3M 3E2. Attention: Colin Dawes or Call

669-4900.

## MARKHAM

### 'DRAFTSPERSON'

Applications are now being received for the above position in the Planning Department.

#### DUTIES:

Reporting to the Chief Planning Draftsperson, you will be responsible to provide general planning drafting, including mapping and graphic presentation, maintain library and map records of development and zoning activity.

#### QUALIFICATIONS:

High school diploma combined with additional training as may be acquired through Community college in Cartography and/or Graphics Arts or equivalent, minimum of 1 years' related experience including exposure to technical pens, Leroy lettering, etc.

**SALARY: \$24,574.00 to \$27,505.00 Per Annum**

Please apply on or before August 14, 1990 to:

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

## CAREER TRAINING

### "YOU GET INDIVIDUAL ATTENTION!"



Jim Blakely

"I recommend this school because the teachers are really concerned with the students. They look after you, they take time to show you what you really need to know. If you have a problem, they help you. I seem to be applying myself more and if you do apply yourself, you can be successful."

### OVERALL JOB PLACEMENT 99%

Statistics based on 1989 Graduates eligible to work from the 5 Toronto Campuses

Job skill training for Success! It's a tough world out there, but we're going to help YOU make it!

#### TRAVEL & TOURISM

A great career doesn't have to be dull. You combine business with pleasure in the exciting field and our course includes on-campus C.R.T.



#### LEGAL/MEDICAL & EXEC. SECRETARY

You want a career that gives you PRIDE and puts you in contact with people who are respected. We'll teach you the SKILLS you need to command the HIGHEST wages.



#### WORD PROCESSING

This field grows LARGER as each day passes. Check the ads in this newspaper. Decide NOW to get a job that pays well & keeps you in DEMAND includes WORDPERFECT.



#### COMPUTER PROGRAMMING & SYSTEMS ANALYSIS

An exciting job world awaits the person properly trained in this high tech field. Let us help you make it in this rewarding profession.



#### BUSINESS ADMINISTRATION

You want to make it to the TOP in the fastest possible time. You want a CAREER, not just a job. We'll show you all the SKILLS you need to help make it happen. Marketing, Finance, Human Resources, Management, Economics, Business Law & Accounting.



#### MICRO-COMPUTER BUSINESS APPLICATIONS

Learn the latest in software packages, such as LOTUS 1-2-3 dBase, Symphony, WordPerfect, Bedford Accounting, Graphics and Telecommunications.



#### FASHION MERCHANDISING

Enter the exciting world of GLAMOUR. Our FASHION PROFESSIONALS teach you all the tricks of the trade. Enjoy a career that can give you EXECUTIVE STATUS.



#### ACCOUNTING & COMPUTERS

Never before has the NEED for people QUALIFIED in Accounting and Computers been greater. We give you the expertise necessary to be SUCCESSFUL in this dynamic field.



### EARN YOUR DIPLOMA IN 10 MONTHS OR LESS!!

- Financial assistance may be available if eligible
- Tax Deductible Tuition fees
- Small, personal classes
- Job placement assistance
- Diploma & Cert. Course
- Help with your resume
- Job placement workshop (Teaches you how to get a job)
- Free lifetime refresher privileges
- Free personal interview
- Morn, Aft, Eve. & Sat. classes
- Convenient class hours (allow you to work part time while attending school)

Seats still available for August and September  
Call for further information & FREE personal interview  
TORONTO SCHOOL OF BUSINESS

**NORTH YORK CAMPUS**  
562a Yonge St.  
733-3480

**NEW! MARKHAM CAMPUS NEW!**  
5694 HWY. #7 - E. of McCOWAN  
Sherwood Plaza, 2nd floor  
733-3430

### General Help 510

#### EXTRA INCOME PART & FULL TIME \$11.05 AN HOUR TO START

Openings in entry level Marketing Department. No door to door, no telemarketing. Flexible hours in local area. Management and advancement opportunities available. Excellent for students and others. 18 + over preferred. Details covered in interview.

Call Markham  
474-1785  
(10 am - 6 pm)  
Scarborough  
283-1024  
(10 am - 6 pm)

#### COSMETICS

Join Canada's #1 Drug Retailing Team, SHOPPERS DRUG MART, Hwy 7 and Warden, requires a beauty advisor for rapidly growing cosmetics department. Two years retail experience preferred.

Please call  
479-0773

#### DRIVER WANTED

Class D & Z Licence  
Willing to work

Call 640-1892  
ask for Dave

#### PART TIME OFFICE CLERK

To assist bookkeeper with accounts payable. Accuracy important.

475-8232

#### HELP WANTED

Manage a Closet Organizer store. Hours: 9 a.m. to 5 p.m., 5 to 6 days a week at 2600 John St., Markham.

Duties include: making appointments, cash sales, administer installation schedule and some inventory control.

Apply  
477-0581

#### SENIOR APPROVALS ENGINEER

\$47,371 to \$56,203 (1990 Rates)  
(Pending Classification Review)

The Regional Municipality of York requires a seasoned professional to assume responsibility for the review of applications for approval for water distribution and sewage collection works under the Ontario Water Resources Act, and other proposals potentially impacting upon Regional water supply, sewage disposal and/or road facilities. This includes the review and recommendation of approval of engineering drawings and site plans, co-ordination of comments from other divisions and ensuring that conditions of approval are incorporated into final design/plans. This position is also responsible for the supervision of up to 2 engineers and up to 2 inspectors.

**Qualifications:** University degree in Civil Engineering or a related discipline and eligibility for membership in the A.P.E.O. plus five to eight years of directly related experience, including supervisory experience. Valid driver's licence.

Quoting competition No. 90-295, submit application on or before Aug. 16/90. We thank all applicants for their interest but wish to advise that only those selected for an interview will be contacted.

Human Resources Division  
The Regional Municipality of York  
P.O. Box 147  
Newmarket, Ontario  
L3Y 4W9  
FAX: (416) 895-4232

