

# Careers

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## INDUSTRIAL ENGINEER QUALITY CONTROL INSPECTOR

are required by a metal stamping manufacturer for the automotive and office products industries.

The candidate for industrial engineer should preferably be a professional engineer with experience in sheet metal and stamping. Responsibilities will include methods improvements, capital equipment requirements, cost reduction, feasibility studies and problem solving in production related areas.

The candidate for quality control inspector should have a minimum of 3 years experience in a quality system environment and be familiar with measuring equipment, Statistical Process Control, quality procedures and documentation. This position will involve shift work.

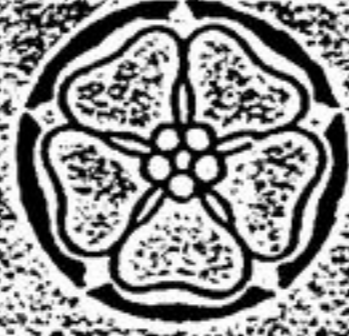
Candidates for either position must be self starters, have good communication skills, and be able to work with a minimum of supervision.

Please forward resumes to:



R. REININGER & SON LIMITED

Human Resources  
R. Reiningger & Son Limited  
1240 Twinney Drive  
Newmarket, Ontario  
L3Y 5N1  
895-4264 or 798-7867



## THE YORK REGION BOARD OF EDUCATION

### Vaughan Secondary School requires an ASSISTANT HEAD SCHOOL SECRETARY

Responsibilities:

To provide secretarial and clerical support in a Secondary School and to assist the school office Supervisor in supervision and training of staff.

Education Experience and Qualifications:  
Minimum Secondary School graduation diploma or equivalent, with training in secretarial skills, more than 4 years office experience. Computer experience required. Familiarity with the student administrative system is preferred.

Hourly Rate: \$14.67 — \$15.87  
Please send application on or before December 21, 1990 to:

Mr. T. Robertson, Business Administrator  
Area G office,  
1401 Clarke Ave. W., Thornhill Ont.  
L4J 7R4

## General Help

510



### FOOD DEPARTMENT MANAGER CAFETERIA PART-TIME

Apply in Person

**K-MART  
HILLCREST MALL**

9350 Yonge Street, Richmond Hill

### TELEMARKETING SALES

Butterworths, one of Canada's leading publishers of legal and business publications is expanding. We require articulate self-confident individuals to phone lawyers and executives across Canada about new books and subscriptions.

Excellent income potential from salary & commissions. Pleasant working conditions in smoke-free offices. Experience an asset, but we will train.

Please call or write:

**Butterworths**  
75 Clegg Road  
Markham, Ontario  
L6G 1A1  
(416) 479-2665

**Richmond Hill  
Country Club**  
requires CLEANING COUPLE to live on premises. 1 bdrm. bungalow. Good benefit and pay. References required. Also night cleaner required. Call Garth.  
731-2800

**Dressmaking,  
Tailoring 725**

**Express  
Service**  
Clothes, curtains etc.  
Done with experience.  
737-3153

**Private  
Tuition/Schools 760**

**In Home  
Tutoring**  
Experienced qualified tutor available for math, physics, chemistry and biology. Flexible hours including weekends. Reasonable rates.  
669-1995

**Daycare  
Available 770**

**Childrens  
Academies  
Recession Deal**  
Overtime? Rushing to pick up your child? Paying for "Programs" and no results? We offer full/half day programs, 7 am. to 7 pm. including guaranteed reading/writing, gym, French and More! After schoolers are welcome.  
770-1344

**Childrens  
Academies  
Recession Deal**  
Overtime? Rushing to pick up your child? Paying for "Programs" and no results? We offer full/half day programs, 7 am. to 7 pm. including guaranteed reading/writing, gym, French and More! After schoolers are welcome.  
770-1344

**ECE  
Graduate**  
has openings for children 2 1/2 and up. Stimulating environment. Call Dianne.  
770-1135

**Warm  
Loving  
Mom**  
will provide a nurturing atmosphere for your little one. Quiet street, huge yard, references. South Richmond Hill location.  
886-1608

## Skilled & Technical Help 515

### AUTO TREND VOLVO ♦ HYUNDAI

Due to Continuing Expansion  
We Require:

#### ASST. PARTS MANAGER/ PARTS COUNTER PERSON

- experience necessary •
- salary + bonus •

#### PARTS DRIVER

- clean abstract •
- knowledge of area •

For Confidential interview call:  
Jason Yurchak, Parts Manager

**884-4959**

## Office Help 525

### Victoria Park-Steelcase

Small office needs

Mature person

Varied Hours: Typing, \$6.50 hour.  
513-7606



## THE YORK REGION BOARD OF EDUCATION (an equal opportunity employer)

invites applications  
for

### A SIX-MONTH TERM POSITION IN THE PAYROLL DEPARTMENT

Minimum Requirements:

- 4 years payroll/accounting experience
- experience with T4 and year-end processing
- experience with pension plan administration
- ability to work independently and meet deadlines

Preferences will be given to applicants at the 3rd level of the CMA or CGA programs.

Please submit by **December 14, 1990**, a written application with resume to:

Lynn Routledge  
Personnel Officer

Box 40  
60 Wellington St. W., Aurora,  
Ontario L4G 2P3

Harry Bowes R.A. Cressman  
Chairman Director

## General Help 510

**HANDYPERSON**  
required with general knowledge of electricity and maintenance. On call duty involved at times (with travel involved). Own transportation. Immediate. Competitive salary.  
(416)851-2110  
(519)469-3501

**Hospital, Medical,  
Dental 535**

**RN or RNA**  
for Medical office  
3 days 9-5  
250 Harding Blvd.,  
Suite 406  
Richmond Hill  
737-9174

**Domestic Help  
Wanted 550**

**WANTED**  
one week only (overnight), live in babysitter for 1 week in January. 3 children, 10-15 years. No car necessary. Bayview-Romfield Area, Thornhill. General cleaning and cooking.  
886-3274

**Domestic Help  
Available 555**

**Experienced  
Cleaning  
Lady  
Available**  
883-4409

Home Cleaners, quality cleaning, reasonable rates. ALSO expert window cleaning available. Bonded and insured.  
733-7839

**How about  
a gift certificate. Your  
friends will adore you!**  
Call Elitism maid services.  
496-8256

Spotless maid services. We clean homes, offices, apt's efficiently. Try us.  
250-7338

**Employment  
Wanted 570**

Man with cube van will do moving and deliver for apartments, offices, factories, stores.  
738-8741  
661-1867



### CHILD CARE CENTRE OPERATOR NEEDED

The York Region Roman Catholic Separate School Board invites proposals from applicants who are incorporated as a non-profit organization, or willing to initiate the process, to operate a Child care Centre (new Catholic School on Valleymede Dr. in Doncrest, Richmond Hill). A group of parents who reside in the school area may become the operator by forming a non-profit community-based Board of Directors. Applicants can obtain information packages by calling the School Board at 884-2711, Ext. 359.

As well, an Information Meeting will be held as follows: Monday, Dec. 10, 1990, 7:30 p.m., St. Joseph Catholic School, 301 Roney Ave., Richmond Hill.

Applications and proposals must be submitted in writing no later than 4:30 p.m. on January 31, 1991, to: Frank Bobesich, Director of Education, The York Region Roman Catholic Separate School Board, 21 Dunlop Street, Richmond Hill, L4C 2M6.

Joseph Virgilio, Chairman of the Board  
Frank Bobesich, Director of Education

## Office Help 525

### RECEPTIONIST

With Multi-Line Switchboard experience.

Required by a Professional Centre in East Beaver Creek-Hwy. 7 area.

For appointment call **Barry**.

**886-0052**

### SECRETARY/ RECEPTIONIST

For small busy office in Concord. Typing, general secretarial duties, some A/P. Salary: \$18-20K.

Forward resume to:

**DSI Canada Ltd.**  
65 Bowes Road, Unit 5  
Concord, ON  
L4K 1H5

## LAUNDRY Part-Time Help

Required for small nursing home immediately. Some weekends.

Contact Mr. Bishop  
884-9276

## Hospital, Medical, Dental 535

**Full Time  
Dental Assistant  
required in new  
Northwest Richmond Hill office**  
667-1285

## Business Services 791

**Wordperfect  
Word Processing/  
Data Entry**  
Assignments. Accurate, fast, reasonable rates.  
770-4912

**DAISY'S  
CUSTOM DRAPERY**  
Window shades, drapes, venetians, vertical blinds. For more information please call.  
416-294-8944

## FAX for facts ....

- FAX is quick
- FAX is accurate
- FAX decreases courier costs

**The Liberal**  
881-9924