

Business Services 771

RESIDENTIAL Property Management. If you have real estate, but not the time to manage it, then you need my services. For more information: 1-416-852-5128.

BOOKKEEPER

Desires part time or full time work. Duties can be performed at residence or your office. 30 years experience. Manual and computerized experience up to and including trial balance.

References, if required.
471-6640, after 6 p.m.

ENGLISH to French translation by ATIO member, 250-8726.

RUBBISH removal. Backyard and basement, small demolition, clean-ups. Call 471-1907.


TRUSTEE in Bankruptcy. Stone Conway Hughes and Partners Inc. 25-120 West Beaver Creek Rd. (#7 & 404), Richmond Hill, 764-1000.

Insurance 790

WE DO IT BETTER. Personally

COLLEY, BORLAND & VALE
INSURANCE BROKERS LIMITED

COMPLETE INSURANCE SERVICES



RUTH ARMSTRONG - BROKER
642-0651
Serving the Community Since 1965

Registration Guide

Belleview Equestrian Centre
SUMMER RIDING CAMP

BOYS & GIRLS Ages 6 to 12
Monday to Friday, 9:00 AM to 1:00 PM

Additional Child Care is available from 1:00 PM to 6:00 PM for working parents.

SESSIONS

(a) July 1 to 12 (b) July 15 to 26

(c) July 29 to August 9 (d) August 12 to 23

Openings limited to 12 children per session; each session is divided into 2 groups.

OFFERING:

Riding Lessons; Horse Care; Stable Management;

Films; Lungeing; Show Preparation;

Swimming (with qualified lifeguard).

Horse Show / Gymkhana & BBQ on last day of camp

Regular Riding Lessons available Weeknights & Saturdays.

FOR INFORMATION PLEASE CALL:

Betty Van Seters 985-3397

Belleview Equestrian Centre

Hwy. 12, Greenbank, Ontario L0C 1B0

Careers 505

Careers 505

ADVERTISING OPPORTUNITY

Our busy community newspaper has an opening for an advertising representative(s) to service the Uxbridge areas.

You are self-motivated, energetic, enthusiastic and enjoy people.

Duties will include the servicing of existing accounts, developing new business and special feature sections.

Full and/or part time will be considered.

Interested candidates please contact:

Phyllis Ritchie

852-9741 or 294-2200



**CONGRATULATIONS
1991 GRADUATES
HIGH SCHOOL/COMMUNITY
COLLEGE/UNIVERSITY
TO PLACE A
GRADUATION
ANNOUNCEMENT**

bring or send Photo & Wording to
CLASSIFIED

The Tribune

STOUFFVILLE **640-2100**

UXBRIDGE **852-9741**

**TO
APPEAR
WEDNESDAY
JUNE 26th**

DEADLINE

FRIDAY, JUNE 21st.

**ACTUAL SIZE
GRADUATE
PICTURES
WILL APPEAR**

JONES: JOHN

Son of Bill and Mary Jones has graduated from the University of Toronto with a Bachelor of Science Degree in Pharmacy. Congratulations and best of luck from your family and friends.

The Management Services Department of the fastest growing Region in Canada has an immediate opening.

MANAGER, REGIONAL COMPUTER SYSTEMS
\$56,256.00 - \$68,491.00 (1990 rates)

Reporting to the Commissioner Management Services, you will be responsible for the overall management of the Region's Computer Services Division.

QUALIFICATIONS: Successful completion of a Community College or University course in Computer Studies, plus 10 years progressively responsible experience in Data Processing with a solid background in systems analysis, system design, project management, computer operations and technical support. DEC experience is a definite asset.

Quoting competition No. 91-187, submit resume on or before June 12, 1991. We thank all applicants for their interest, but wish to advise that only those applicants selected for an interview will be contacted.

All applications/resumes received are collected pursuant to The Municipal Act and will be used to determine eligibility for employment. Questions about this collection of information may be directed to the Staffing Coordinator.

THE REGIONAL MUNICIPALITY OF YORK

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



**Training Position
NIGHT
COUNSELLORS**

We are seeking a few caring people, who are also organized and responsible, to provide supervision over the night-time hours in a community group home for adults with developmental delays who require assistance with their morning routines.

The positions are located in the Markham area. Hours are from midnight to 8 a.m., the next morning. This is an excellent opportunity to get started in the business of helping people to help themselves.

Candidates should have a demonstrated interest in helping others. Training is provided.

Send resume to: Vicky Merrilees, YSACL, 475 Edward Ave., Richmond Hill, Ontario L4C 5E5. Quote Job No. NC01.

**JUNE
OPENINGS**

\$11.05 BASE PAY

International firm must fill 52 positions with students 18+. F/T and P/T available. No experience necessary. Will train. Great resume experience.

Call Markham
474-1616

**ASSISTANT/
RECEPTIONIST/
SECRETARY**

Required for growing optometrists office in Uxbridge. Previous experience or training in optometric, optical, or medical secretarial areas desirable. Must be comfortable with computers, have good telephone manner, and be able to deal effectively with people. Full time, varied hours, lots to learn.

Call **852-3191**
and ask for Tina.

**CERAMIC MOULD
POURER**

Needed Immediately. Must be able to lift heavy weights. 2 people needed to clean greenware. No experience necessary. Ideal position for students. Flexible hours.

Call Doris, **640-7240**

**WAITER/
WAITRESS**

Part Time
Fine Dining Experience Preferred
852-6443

**EMERALD HILLS GOLF
& COUNTRY CLUB**

One of the region's most prestigious golf courses is now seeking bright, energetic individuals for the following positions:

WAITERS/WAITRESSES

Full-time and part-time nights. Must be experienced in banquet service.

POSITIONS AVAILABLE IMMEDIATELY

We offer excellent wages in a progressive and friendly environment. To join our team please apply in person 9 a.m. - 9 p.m. weekdays.

NO PHONE CALLS PLEASE

EMERALD HILLS GOLF & COUNTRY CLUB

WARDEN AVENUE, NORTH OF BLOOMINGTON
EAST OF HWY. #404

Daycare Wanted 775

SUMMER student to be Mother's helper for 2 & 4 year old boys. Flexible hours. Mother at home. Woodbine / 16th Ave. 940-1163.

Domestic Help Wanted 550

RESPONSIBLE babysitter. Live out, required for 3 year old girl / 6 month old boy. 3-4 days per week, commencing October 1st. McCowan / Raymerville. 512-2304.

Domestic Help Available 555

DON'T houseclean all summer! Call Maxine @ (416) 686-0744. Markham & Unionville areas.

PROFESSIONAL residential housecleaning. Satisfaction guaranteed. Call 505-7165 (Markham).

RELIABLE housecleaning available. 852-4853.

Employment Wanted 370

MAN WITH CHAIN SAW LOOKING FOR: Wood lot clearing, tree removal, brick, block, stonework, house painting. You name it, WE DO IT. Reasonable rates. Top quality work. Satisfaction will bring you back! Also mixed hardwood. 640-8321; 640-1407.

MAN with 25 years experience - Residential, Industrial. Experienced in carpentry, drywall, block & brick, tiling, painting & paper hanging, plumbing, basement, completing, squeaky floors, carpet installation. 640-2832.

*Classifieds
are for
everyone!*