

Careers Careers Careers



TOWN OF WHITCHURCH-STOUFFVILLE TREASURY DEPARTMENT

REQUIRES

COMPUTER SUPPORT ANALYST

Provide technical hardware and software support to Town staff and coordinate the integrated Unix/Local Area Network computer system.

This position requires a Community College or University graduate in Computer Science with accounting options, a minimum of two years computer experience in a mini/micro computer environment, working technical knowledge of LAN's, sound practical knowledge of IBM compatible micro computers and peripherals and experience in the use of end-user software products such as WordPerfect, Dbase and LAN/electronic mail systems.

Preference will be given to candidates with municipal experience in a Unix environment (preferably Bull HN) and with 3+ Open Server Software.

This position also requires excellent interpersonal skills, good oral and written communication skills and excellent analytical ability. The individual must be self-motivated and able to work with minimum supervision and have good organizational skills. Work outside of normal office hours may be required as the need arises.

Salary range \$31,814 to \$36,152 with a competitive benefit package.

Interested individuals are invited to submit their resumé to the undersigned not later than June 14, 1991.

R. Panizza
Chief Administrative Officer
19 Civic Avenue, Box 419
Stouffville, Ontario, L4A 7Z6

For further information, please contact Holly Kirby, Deputy Treasurer at 640-1900 or 895-2423.

We thank all applicants and advise only those selected for an interview will be contacted by June 28, 1991. Personal information is collected under the legal authority of the Municipal Act, R.S.O., 1980, c.302 as amended, and will be used to determine eligibility for employment.



THE CORPORATION OF THE TOWNSHIP OF UXBRIDGE

REQUIRES A

GRADER OPERATOR

The Township of Uxbridge has an opening for one (1) only Grader Operator for the Works Department.

Experience in the operation of a road grader is required.

Wages are as per C.U.P.E. collective agreement.

Only those who have been selected for an interview will be acknowledged.

Applications will be received by the undersigned until 4:00 p.m. Friday, June 21, 1991.

Lorne A. Wall
C.E.T., C.R.S. (I), C.M.M.
ROAD SUPERINTENDENT

Township of Uxbridge
20 Bascom Street
Uxbridge, Ontario L0C 1K0
(416) 640-1711
(416) 852-9181

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

PERFECT PART TIME JOB

Be a Telefund raiser for the Canadian Liver Foundation and earn \$7 per hour plus bonuses while gaining valuable experience and resume enhancing skills. Flexible a.m. and p.m. shifts - weekdays and weekends. Must be mature and reliable.

Apply in person

37 Main St. N., Suite 209, Markham, Ontario.

SUPERINTENDENT

Required immediately for condominium in the Village of Markham. Move-out position. Starting salary \$20,800 per year. Excellent benefits.

Interested applicants call 770-8070
or FAX resume to 770-8076



McCowan & Bullock
Markham



FRONT END MECHANIC REQUIRED FOR BUSY FLAT RATE SHOP

New Canadian Tire Auto Centre with 25 bays and "State of the art" equipment.

If you are a skilled, motivated technician - we offer you the opportunity to earn an above average income.

COME GROW WITH US!

Apply at: 185 Bullock Drive, Markham
or phone Mike Walsh: 471-1491

ASSISTANT TO TRAIN FOR THE POSITION OF STORE MANAGER WITH A LEADING CANADIAN SPORTSWEAR AND EQUIPMENT RETAILER.

The successful applicant will have an ability to motivate, excite and organize people. Enthusiastic, with a love for customers and retail. Willing to work various hours and at times longer days. Should enjoy a busy environment. Experience helpful but not necessary.

An opportunity to work with one of the countries most experienced, leading retailers in an environment that is very much customer service orientated. A successful 3 + 3 month apprentice program will permit you to qualify for a substantial wage and benefit program and future opportunities for advancement.

If you are interested in this exciting opportunity please contact:

Box #4529

c/o Economist & Sun
9 Heritage Road
Markham, Ontario
L3P 1M3

CANADA'S MOST OFTEN HONOURED AND IMITATED SPORTS RETAILER

Required immediately

2 CASHIER / SERVICE CLERKS

These positions require the desire to satisfy the customer. If you would like to join a progressive, service-oriented team call today for interview appointment:

477-1666

Unionville Motors

Contractors

PERSON FRIDAY

Typing, bookkeeping an asset. 8-4:30. Steady employment.

888-1676

Ask for Jackie, after 9 AM

Part time truck mechanic required

for light duty maintenance. Must have own tools. Class AZ or DZ license an asset.

Call 513-1571

MARKHAM HANDYMAN

472-8957

- Senior discounts
- Reasonable rates
- Yard Work
- No job too small

LEGAL

SECRETARY

Required. Excellent work processing skills. WANG preferred.

Call 471-7600



PARKVIEW VILLAGE
GARDENVIEW DINING ROOM

COOK

Required for a temporary, part-time position.

The successful applicant should be available Tuesdays and Fridays and every other Sunday. Hours 10 a.m. to 6 p.m. (flexible). Please contact:

Mrs. Ruth Dedlow
12184 Ninth line,
Stouffville
640-1945

Parkview village is a retirement community for independent living Seniors and provides dining room services on a non mandatory basis.

WORK FROM HOME!

Earn \$500/wk. doing light assembly or craftwork

631-1379

DEPT. B1-24 HRS.

The Treasury Department of The Regional Municipality of York is searching for an individual to fill the position of:

ACCOUNTING CLERK III

\$27,488.00 - \$30,566.00 (1990 rates)

QUALIFICATIONS: Successful completion of Business and Commerce course or equivalent with a minimum of one year payroll experience, knowledge of Revenue Canada taxation, Canada Pension and Unemployment Insurance regulations, Knowledge of accounting procedures and accurate typing skills.

Quoting competition no. 91-191, submit resume on or before June 12, 1991. We wish to thank all applicants for their interest, but wish to advise that only those candidates 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 personal information may be directed to the Staffing Coordinator.

THE REGIONAL MUNICIPALITY OF YORK

Human Resources Division
P.O. Box 147
Newmarket, Ont. L0G 1K0
FAX: (416) 895-4232



First Choice Hair Cutters

TOTAL FAMILY HAIR CARE

Full & Part time HAIRSTYLISTS

Required

Hourly rate. Excellent benefit package. No clientele necessary. Product commission.

For interview call

Carmen at
471-4888

BOOKKEEPER/ RECEPTIONIST

Fast growing contracting company looking for a self starter to do bookkeeping (to trial balance) and reception work 2-4 days per week.

Denison near Warden.

Call

479-5793

CHECK YOUR ADS FOR ACCURACY ON THE FIRST DAY

Please check your ad the first day it appears. The Economist & Sun and The Tribune shall not be liable for failure to publish an ad nor for errors except to the extent of the cost of the ad for the first day wherein the error occurred.

CALL 294-2200

TELEMARKETER/ SECRETARY

Wanted

Markham area

472-2570