

# Careers Careers Careers

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Career Training

**TORONTO SCHOOL OF BUSINESS**  
SERVING MARKHAM, THORNHILL, STOUFFVILLE AND UXBRIDGE

Register **NOW** for  
**SUMMER & FALL DIPLOMA COURSES**

Limited Seats Available

Choose From These Career Options:

- COMPUTERS
- BUSINESS
- ACCOUNTING
- DENTAL
- LEGAL
- SECRETARIAL
- TRAVEL
- BANKING
- MEDICAL & MORE.

- We participate in government programs
- Financial assistance may be available
- If you are 45 years of age and have recently been laid off you may qualify for training assistance.

For free interview:

LONG DISTANCE CALL COLLECT

Call **472-2591** 24 hrs.

5694 Highway 7 East, Markham - FREE PARKING

• REGISTERED UNDER THE MINISTRY OF COLLEGES AND UNIVERSITIES

505

## LEASE ADMINISTRATOR

Required for a busy leasing company.

**Requirements:** Excellent communication & organization skills, ability to work under pressure, minimum 2 years previous work experience and a college education.

Please fax resumé including salary expectations to **513-9259** or mail to:

**FLEXILEASE**  
113-7181 Woodbine Ave.,  
Markham, Ont. L3R 1A3

505

## CORPORATE STORE MANAGER

An exciting retail management opportunity is currently available with one of the leaders in the convenience store business. Your retail experience at the management level along with strong supervisory, organizational and decision making skills make you an ideal candidate for this position. The ideal candidate lives in the community and knows the area and the people. *The potential for increased financial rewards as a store Dealer is an opportunity available after a successful management period.*

Forward your resumé, in confidence quoting File #223. **Silcorp Limited, 735 Renforth Drive, Etobicoke, Ontario M9C 2N8** or Fax: (416) 620-5368.

**Silcorp Limited**

WE THANK ALL APPLICANTS IN ADVANCE, ONLY CANDIDATES UNDER CONSIDERATION WILL BE CONTACTED.

Careers



## COMPUTER/OFFICE SKILLS

- WordPerfect
- Lotus 123
- Windows
- Typing
- AccPac
- Bedford
- Dos
- dBase

Start anytime-Flexible schedule  
Day and evening Courses

**ACADEMY OF LEARNING  
MARKHAM - 940-8973**

LAI D OFF - OVER 45 - You may qualify for training assistance from the Provincial Government

555 Domestic Help Available

**CLEANING** Lady available for Markham, Unionville, Stouffville & Milliken. Experienced, reliable, reasonable & references. Call Lisa, 499-9164.

**GERMAN** cleaning woman. Experienced, honest, thorough and reliable. Weekly service. 283-4095.

**GET 3 ladies** for the price of one! 2000 sq. ft. house cleaned for \$50. 2500 sq. ft. \$55. 3000 sq. ft. for \$60. Don't miss these super special prices. Call Rula: 479-4945.

**HOUSECLEANING** with a personal touch, Stouffville area. Please call Lois after 5 PM, 640-3148.

DO you need a cleaning lady? Call Judith, 416-225-9032.

## Bestview Health Care Centre

Bestview Health Care Centre is presently taking applications for the following position:

**R.N.**

Part time night shift. Interested persons please apply in person to:

Bestview Health Care Centre  
6824 Highway #7  
Markham, Ontario  
L6B 1A8

## Tribune

### ADVERTISING SALESPERSON REQUIRED

Our busy community newspaper in Uxbridge is growing. If you have sales experience and are seeking a challenging, full time position, please send your resumé to: **Box 4573, 9 Heritage Road, Markham, Ont. L3P 1M3. Attention: Phyllis Ritchie** or FAX your resumé to: 294-1538.

510

General Help

## HOMEWORKERS NEEDED

- Mailing letters
- Assembling products
- Full/part-time

**(416) 631-4791**  
ref. 72B, 24 hrs.

## BARTENDER

Local bar and restaurant requires a talented bartender. Personality, disposition and communication skills will win this full time night position. This business has been established for 10 years and serves a local business and sports clientele.

Box 4597  
Economist & Sun  
9 Heritage Rd., Markham, Ont. L3P 1M3

## SCHOOL BUS DRIVER

For expanding school bus co. Interested inquirers along with resumé please forward to:

Box 4595  
Economist & Sun  
9 Heritage Rd.,  
Markham, Ontario, L3P 1M3

## RECRUITMENT

In the Markham area for Clerical, Mailroom, Light Industrial, Warehouse, Accounting, Data Entry & Switchboard. Please call

**472-4222**

550

Domestic Help Wanted

## HELP WANTED

Homemaker / companion to keep company and keep house for elderly lady who is frail but otherwise in good health. Please respond in writing giving references and salary expected to:

Box 4598, Economist & Sun  
9 Heritage Rd., Markham L3P 1M3

510

General Help

## Tribune

### CLASSIFIED ADVERTISING SALESPERSON

Required for our busy and growing community newspaper. A background in sales and excellent telephone skills are required for this **PART TIME** position. Please call:

**Phyllis Ritchie, 294-2200**  
or fax your resumé to: 294-1538

## Economist & Sun DISTRIBUTION

**ADULT CREW** - Wanted immediately to deliver door to door every Wednesday & Saturday and other special deliveries. A reliable vehicle is a must. Good remuneration. Call **Chris, 294-8244, Mon.-Fri. 10 am - 6 pm.**

### REPLYING TO A BOX NUMBER?

Be sure to include the appropriate box number and the **complete mailing address**. The Classified boxes will be held open for 30 days from the last insertion of the ad. Mail received after this time will not be held or returned.

535

Dental, Medical, Hospital

## DENTAL RECEPTIONIST/ASSISTANT

Required for busy team oriented practice. Strong communication & interpersonal skills a must. Knowledge of computer an asset. Please call Janet at Dr. Kevin F. Brown's office to arrange an interview.

294-4700

570

Employment Wanted

## Experienced Health Care Aide/Nanny

Available September. Prefer care of elderly / disabled. Live-out Markham / Unionville area. Top references. Please leave message,

**471-8369**

**MAN WITH CHAIN SAW** LOOKING FOR: Wood lot clearing, tree removal, brick, block, stonework, house paintings - You name it - WE DO IT. Reasonable rates. Top quality work. References available. 640-8321, 640-1407.

**MARRIED** seniors available for pet and housesitting in exchange for accommodation. Available last week in June, first 2 weeks of August and last 2 weeks of September. Non smokers. References. Leave message: 416-771-1842.

530

Sales Help & Agents

## MARKETING OPPORTUNITY

Small, growing company has an opportunity for an aggressive, experienced, professional salesperson to market our products and services.

In this role your key area of responsibility will be to develop new business throughout Metro Toronto.

Please send resumé or fax to:

**ONTARIO DUST CONTROL CORP.**  
3315 14TH AVE.,  
MARKHAM, ONT., L3R 0H3  
FAX 416-475-0822

525

Office Help

## DENTAL RECEPTIONIST

Part-time experienced, mature, out-going person for lively, busy Markham office.

**294-6383**

**BURGESS**  
WHOLESALE LTD.



**Clover Group**

a well established leader in the **FOODSERVICE INDUSTRY** has an opening for an

## OFFICE MANAGER

who has a CGA/CMA or equivalent, three to five years general accounting experience and three to four years supervisory experience. If you have these qualifications and are looking for a challenging career with a company that offers full benefit package including company pension plan we request that you submit your resumé to:

Box 390  
Newmarket, Ontario  
Attention: Vice President & General Manager