

Careers Careers Careers

525 Office Help 525 Office Help 530 Sales Help

ADMINISTRATIVE ASSISTANT
 We are a bustling education centre who requires an overly organized self motivated assistant to the president and sales manager who can do everything. The responsibilities include reception and telephone, invoicing, account collection, course registrations, word processing, marketing assistance, travel coordination, etc.
 This is a position for a mature individual who works well on their own. We offer a pleasant non smoking environment.
Fax your resume in confidence to 470-2042

RECEPTIONIST/SWITCHBOARD OPERATOR
 Shepherd Products has an opening for a full time Receptionist / Switchboard Operator.
 Applicants must have a pleasant telephone manner and good command of the English language. An aptitude for figures, data entry experience and WordPerfect skills are a definite asset.
 Please forward resumes to:
Anne Grubbe
Shepherd Products
16 Main Street Unionville
Unionville, Ontario L3R 2E4

UNIONVILLE 
 MOTORS
 • PONTIAC • BUICK • GMC •
 Requires
2 SALESPERSONS
Male / Female
 Experience not required, but must have a sincere interest in dealing with people & a desire to be the best. We are not interested in applicants with mediocre ambitions.
 Call Sales Manager for an appointment.
477-1666
 "Your Community Dealer Since 1975"

510 General Help 530 Sales Help & Agents 530 Sales Help

Become a Firefighter
 Firefighters are hired each year in Ontario. Have you done what is necessary to get hired?
 Professionals in the recruitment process show you what to expect, how to prepare, and where you can improve to help you get hired.
A One Day Seminar
Call 905-450-1572

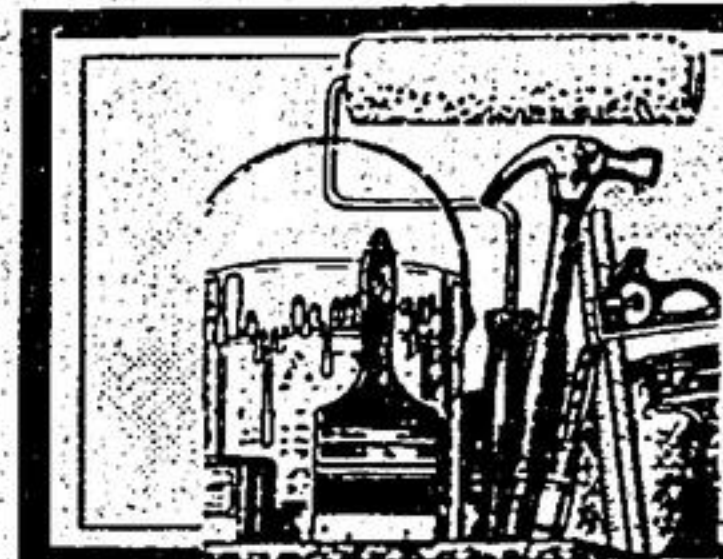
LIVING LIGHTING
 Requires a part time salesperson preferably with experience in lighting and/or a retail environment. Must be mature & dependable.
 Applications available at:
5308 Hwy. 7
(East of McCowan)
Markham
294-9557

FLOWER PREPARATION & SALES
 Required by a very busy flower shop. Full Time - some weekends. Part Time - 3-4 days/week, weekdays & Saturdays.
 Drop or mail resume to:
FLOWER DEPOT
4981 Hwy. 7 E., Unit 9
Markham, Ont. L3R 1N1

AFTERMARKET SALES REPRESENTATIVE
 Industrial equipment distributor is seeking an enthusiastic self motivated individual who is eager to learn about our aftermarket business.
 Applicant must have 5 years or more experience in field sales representation. Also must possess good communication skills.
 Resumes must be sent no later than Nov. 5/93 to:
WAJAX INDUSTRIES LTD.
ATTN: MICHAEL FERRY
3280 WHARTON WAY
MISSISSAUGA, ONT.
L4X 2C5

WORK NOW
 Make extra money full or part time. Car needed.
 Call **477-5316** for interview.
No experience. Will train.
Guaranteed Salary Program.

RETAIL SALES
 Mature person required part time for a busy Markville store. Must be flexible & able to work days, evenings & weekends. Retail experience helpful, but not necessary. For an interview, please call:
SCHOLAR'S CHOICE
513-7262



SERVICE DIRECTORY


TO PLACE YOUR AD CALL
 • Markham / Unionville 294-4331
 • Stouffville 640-2100
 • Uxbridge 852-9741

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SUNDERLAND
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640-1428 
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 R.R. #2, Stouffville, Ont.

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 Pole line constr., Primary & Secondary Underground Services.
 Wiring - new & rewire.
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 Nelson Riddle
 Zephyr, Ontario
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 Professional Experienced
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 • Additions & Decks
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 (solid wood, stone like, marble)
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very reasonable
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Roger White
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Home Renovations & Additions
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 • Drywall & Taping • Custom Trim Work
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A Touch of Class
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 Top quality, guaranteed
 Fully Insured • Free Estimates
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 > RENOVATIONS
 > ADDITIONS
 > DECKS
640-1110
 Please call collect

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 Lic. B3591
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 Basement Finishing Specialist
 Bathrooms, Renovations
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294-9786 EVNGS.

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 RESIDENTIAL DESIGN AND DRAFTING
 SERVICE, NEW HOMES • ADDITIONS •
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852-9839

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 Residential • Commercial
MARKHAM PROPERTY SERVICES MPS
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WOOD-LOT CLEARING

WOOD-CHIPPER SERVICE
 John 640-8321/1407

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 Professional Custom Installations of Marble, Granite, Slate, Quarry, Mexican, Porcelain, Ceramic & Vinyl tile. All work guaranteed. Free estimates.
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