

# Careers Careers Careers

500

Career Training

530

Sales Help & Agents

500

Career Training

**TORONTO SCHOOL OF BUSINESS  
MARKHAM CAMPUS**

**Our Practical  
Training Can Lead to  
a Successful Career**

NEW COURSES  
STARTING MARCH 15th

Choose From These Career Options:

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



**TORONTO**  
School of Business

The  
Practical  
Choice!

PARTICIPATES IN GOV'T ASSISTED TRAINING

LONG  
DISTANCE  
CALL COLLECT

Call 472-2591 24 hrs.

FINANCIAL ASSISTANCE MAY BE AVAILABLE  
5694 HWY. 7 EAST MARKHAM - FREE PARKING

505

Careers

## CONTROLLER/BOOKKEEPER

Full Time

The position requires accounting software experience, A/R, A/P, job costing etc., other admin duties, and discipline in organizing an orderly office environment.

Forward resumé to: **Box 4579**  
Economist & Sun  
9 Heritage Road, Markham, Ontario L3P 1M3

## TRAVEL CONSULTANT

Full-time position available to a Junior Travel Consultant. Completion of travel course is mandatory. For more information, contact David Jacob.

**Main Street Travel**

70 Main St. North, Markham, Ontario  
Call: 471-0056

## MARKHAM JEEP EAGLE

is introducing a new way  
of doing business

We have the cars and trucks, we need you to show them off. If you're looking for a change, the time is NOW!

The hours are long, but the rewards are limitless. Do you have what it takes?

Contact Dave  
Markham Jeep Eagle  
471-4505

## SALES PERSON

Required for fast growing G.M. Dealership. Experience required.

Contact  
Trent Flack  
642-3655

555 Domestic Help Available

EXPERIENCED and reliable lady will clean your home or office. Reasonable rates. References available. Anytime, call 472-0522.

EXPERIENCED German cleaning lady with car. Honest, thorough weekly service. Call 283-4095.

510

General Help



## BILINGUAL CUSTOMER SERVICE

Medical supplies distributor in the Warden/Hwy. 7 area requires a French/English speaking person, with good telephone manner to take sales orders and handle customer enquiries. Send resumé to:

Customer Service Manager  
SHERWOOD MEDICAL INDUSTRIES  
(CANADA) INC.  
151 Whitehall Dr.,  
Markham, Ont. L3R 9T1  
Fax# 479-5602

## INSTALLER

A self starter is required for Electronic Automation Equipment in the metal stamping industry. Must read electrical schematics and have own transportation. Send resumé to:

Electrical Dept.  
2745 14th Ave.  
Markham, Ont. L3R 0H9

550 Domestic Help Wanted

LIVE-IN Nanny Housekeeper required for 1 year old. Non smoker. References required. Call 940-2390.

510 General Help

## WINDOWS 3.1 SPECIAL \$150<sup>00</sup>

### 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

## 520 Computer/Data Processing

### Personal Computer Help

Do you own an IBM PC or compatible? Would you like to know how to use it? Help is available.

From learning DOS, Networking, Loading Software, to configuring a new machine. All in the comfort of your own home or office.

Call 477-3158 for more information or to make an appointment

## 515 Skilled & Technical Help

### TOOL AND DIE MAKER

- Minimum 5 years experience
- Repair and maintenance of single and progressive dies, form dies, jigs and fixtures
- Must be capable of working on own with minimum supervision.

Send resumé to:

Attention: Mike Selfe  
Glitsch Canada Ltd.,  
P.O. Box 880  
Uxbridge, Ontario  
L9P 1N2

525

Office Help

### OFFICE EQUIPMENT COMPANY

Requires Receptionist/Computer Operator. Experience necessary.

\$23,500 - \$24,000. Call:  
Bryte Com. Inc., (Paul or Ron),  
888-9417

### SECRETARY/ CUSTOMER SERVICE

Are you looking for a challenging position with a small professional company? We require a secretary / customer service expert with strong APPLE computer experience. Must be able to work independently and in a team setting.

Please submit resumé with salary expectations to:

Box 4581  
Economist & Sun  
9 Heritage Rd.,  
Markham, Ontario L3P 1M3

### BOOKKEEPER REQUIRED

For Markham company, experienced with ACCPAC, A/R & A/P, reconciliations and statements, willing to do other office duties.

P.O. Box 470, Bolton L7E 5T4  
or Fax 857-4833

510

General Help

Opportunities in Florida rebuilding from Hurricane Andrew now in progress.

516-929-0341  
ext. A301

### RECESSION PROOF

Expanding U.S. company needs 10-15 sharp individuals to help run new locations. No experience necessary. Salary, benefits. Call for an interview:

889-5266

### \$200-500 WEEKLY!

Assemble products at home. EASY! No selling, your paid direct. Fully guaranteed. No experience necessary. Call:

1-504-641-7778  
ext. 213, 24 hours

### HAIRDRESSER

Position available at Fame Int. Top wages + commission. Drug & dental plan. Call Andy:

640-3299 bus.  
640-6369 home

### Telemarketers Needed

To take 7 question survey over the telephone. Guaranteed hourly plus bonus, paid weekly. Weekdays 10 am to 3 pm - full or part time.

For interview call Trillium Telecom at  
472-6521 (leave name & number)



requires a Maintenance Gardener with 5 years min. experience.  
Call 470-1845

570

Employments Wanted

### DRAFTSPERSON AVAILABLE

Motivated individual with extensive experience (Manual & CAD), design background, portfolio available. Call:  
472-3127

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.

ENERGETIC & cheerful Secretary seeks full time employment in Markham area. Knowledge of W.P., IBM System 36 Display Write & AS400 computer. Please call: 471-6345.

MAKE IT A CAREER

IN THE  
CLASSIFIEDS

### Café Manager

Experienced person needed to manage busy Markham Café. Ability to prepare a variety of foods helpful.

Apply in person only between 8 am - 4 pm  
T & T Bakery & Café  
35 Main Street North  
Markham, Ontario.

### DEER CREEK & GLEN CEDARS Golf Club

Are presently accepting applications for various seasonal positions.

Please phone:  
427-7737 or 294-4457  
to arrange an interview