

Careers Careers Careers

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Career Training

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Careers

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Careers

**TORONTO SCHOOL OF BUSINESS
MARKHAM CAMPUS**

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

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

510

General Help

**PRICER/
RECEIVER**
Full Time

Applications available at
Shoppers Drug Mart
27 Wooten Way North
Heritage Plaza (Hwy. 7)
MARKHAM

The Markham Economist & Sun currently has routes available on the following streets:

- Windridge Drive
- Hawkridge Drive
- Ovida Boulevard
- Riverview Road
- Milne Lane

Please call
294-8244

**SHORT ORDER
COOKS**

√ 1 Full time & √ 1 Part time
Position available in the coffee shop. For the golfing season. Experience preferred and must have own transportation.
293-4161

Assistant to the museum curator to work from mid May to mid October including a number of weekends, at student wages, to assist with various aspects of museum operations. History and/or museology background preferred. Must enjoy meeting the public. Potential to grow into a more permanent position in following years. Apply in writing by April 17 to Uxbridge-Scott Museum, Box 1301, Uxbridge, Ontario, L9P 1N5.

**PART TIME F CLASS
DRIVERS**

Hours approximately 7:30am-9am and 4:30pm-6:00pm, Monday to Friday. \$10.12/hour. Send resume to:

ARC INDUSTRIES
101 EDWARD AVENUE
RICHMOND HILL. L4C 5E5

**EXPERIENCED
CREDIT ANALYST**

Required by growing Markham electronics distributor. (New position). Strong credit background with accounting experience. Experienced in dealing with retailers - dealers. Please forward complete resume and salary expectations to:

Box 4585
Economist & Sun
9 Heritage Road
Markham, Ont. L3P 1M3

GREAT OPPORTUNITY

You must be honest, creative and reliable with the desire to learn and work hard. Involves continuous interaction with new and existing clients. Full time career position - no summer students. please. Respond by resume only to:

Andrew McTaggart,
State Farm Ins.,
176 Bullock Dr., Unit 3,
Markham L3P 1W2

CUSTOMER SERVICE REPRESENTATIVE

We are a fast paced Creative Communications & Production agency looking for a Customer Service Representative. The successful candidate will have prior experience working under tight deadlines and demonstrate skills to:

- coordinate copy and proofs with clients
- write clear specs for all aspects of graphic production
- organize production schedules
- monitor job quality and deliveries

If you have formal graphic arts training, good computer skills, understanding of the electronic graphic arts process and 2 years customer service experience, send your resume with salary expectations to:
Customer Service Representative

PG GROUP
Creative Communications
& Graphic Production
500 Cochrane Drive #5
Markham, Ontario L3R 8E2
Fax: (416) 940-0204

525

Office Help

550 Domestic Help Wanted

RETAIL STORE MANAGER

- SETTLEMENT HOUSE - PORT PERRY -

One of Canada's best known country stores is looking for a store manager. You will replace a senior manager who must leave our successful and growing business having contributed much to our success.

Reporting to the owner, your responsibilities will include staff management, store promotions, product buying and general operations of our dynamic multi-faceted business.

Experience and proven management abilities in a similar senior retail position will qualify you for this rewarding and exciting opportunity.

Apply in writing describing your experience, personal attributes and salary expectations to:

Daphne Mitchell
The Settlement House Shops
183 Queen Street, Port Perry, Ontario, L9L 1B8

LIVE-IN nanny, non smoker, clean, diligent, 2 children, housework. Chinese cooking, understand Chinese. 5 days/week. 513-9792.

MOTHER'S Helper required for after school care of one child and light housekeeping. 640-5482.

570 Employment Wanted

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.

R.N.A. AVAILABLE - 640-3005.

CLASSIFIEDS

555 Domestic Help Available

EXPERT reliable lady will clean your home weekdays. Call Rose, 472-2010, evenings or leave a message.

RELIABLE cleaning lady available full or part time. Please call Sandra, 294-8294, anytime.

535 Hospital, Medical, Dental

**DENTAL
ASSISTANT**

- Full time position with some early mornings and early evenings.
- Must be H.A.R.P. cert.
- Experience a must
- Practice located in Markham Village

294-6444

**SECRETARY/
RECEPTIONIST**

Temporary position available for 3-6 months.

Successful candidate must be fully knowledgeable in WordPerfect 5.0 and Lotus 1-2-3.

Apply in person with resume to the
ADMINISTRATION OFFICE

**MARKVILLE
SHOPPING CENTRE**

**RECEPTIONIST
WANTED**

Good telephone manner. Light secretarial / administrative duties.

Markville Lincoln Mercury
Brian
470-7044

Dynamic Sales Person

An immediate Full Time position is now available for an Experienced Sales Person with own auto. Hours are flexible and previous experience in the Fitness and/or Martial Arts field is required. Submit resumes, in person, at Markham's largest and most innovative martial arts studio.

Sean Wong Martial Arts School
190 Bullock Drive, 472-(KICK)5425

535 Hospital, Medical, Dental

**EXPERIENCED
HOMEMAKERS**

Required for daytime hours. Must be flexible. A car an asset.

COMCARE (416)882-4779

PHYSIOTHERAPIST

Required part time for well equipped private practice with KIN COM 500H.

Orthopaedic treatment skills required. Excellent salary. University of Toronto accredited teaching facility.

Please contact
Jennifer Hicke
Markham Physiotherapy Clinic
Markham Stouffville Health Centre
377 Church St., Suite G01
Markham
471-4259

510 General Help

**EXPERIENCED
HORSE HELP**

Permanent full time position, benefit plan. For interview call:

887-5044
evenings after 7-9 p.m.

CREATIVE PERSON

Required to job share for artificial plant store. To make dried, silk arrangements and artificial trees. Must be able to work independently.

Call 294-8357

530 Sales Help & Agents

SALES POSITION

Available Immediately

A rapidly growing company is seeking an energetic, enthusiastic individual for a full time position in the area of commercial, industrial and contractor sales. The successful candidate must have an in-depth knowledge of lumber, building materials and related hardlines and be aggressively sales and service oriented.

Remuneration consists of salary and commission with high earning potential and complete comprehensive benefit package.

Applicants are asked to send resume to:

Don Park Home Care
171 Esna Park Drive
Markham, Ontario L3R 4J1
Attention: Al Melanson

SECRETARY

Markham-based publishing company seeks secretary / assistant to the General Manager.

An ideal candidate will have excellent organizational and administrative skills, including dicta-typing. Some computer knowledge in popular business programs would be an asset. The successful applicant will combine a personable disposition together with a "take-charge" attitude and be comfortable with minimal supervision. The position is full time and available immediately.

Please provide resume indicating qualifications and experience.

Box 4588, Markham Economist & Sun
9 Heritage Rd., Markham, L3P 1M3