

# Careers Careers Careers

500

Career Training

505

Careers

525

Office Help

**TORONTO SCHOOL OF BUSINESS**  
SERVING THORNHILL, RICHMOND HILL & MARKHAM

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

New Courses starting June 7th

Choose From These Career Options:

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

**TORONTO**  
School of Business

PARTICIPATES IN GOV'T ASSISTED TRAINING

LONG DISTANCE CALL COLLECT

Call 472-2591 24 hrs.

FINANCIAL ASSISTANCE MAY BE AVAILABLE.

Sherwood Plaza, 5694 Highway 7 East, Markham - FREE PARKING



**COMPUTER/OFFICE SKILLS**

- WordPerfect
- Lotus 123
- Windows
- Typing
- Start anytime-Flexible schedule Day and evening Courses
- AccPac
- Bedford
- Dos
- dBase

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

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

510

General Help

A non profit evangelical organization serving people with developmental handicaps has the following positions available:

- NIGHT SLEEP (temporary full time for 6 mos.)
- RELIEF RESIDENTIAL COUNSELLOR (some evenings & weekends)

DSW or equivalent plus related work experience is required. Please send resume, stating position you are applying for to:  
Director  
345 North Street  
Stouffville, Ontario  
L4A 4Z3

**HOMEWORKERS NEEDED**

- Mailing letters
- Assembling products
- Full/part time

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

**STUDENTS WELCOME**

- Assistant Manager
- Management Trainees

And other positions available. No experience necessary. Complete on the job training up to \$600 weekly. Call:  
**Tracy, 475-2413**

**MERCHANDISER**

Required immediately, full time. Experience preferred. Applications available at:

Shoppers Drug Mart  
27 Wootten Way North,  
Heritage Plaza, Markham

555 Domestic Help Available

EUROPEAN domestic help available. Commercial and residential. Reliable, experienced & reasonable. Call 508-1010.

EXPERIENCED cleaning lady will clean your home Monday to Friday, Markham, Milliken & Unionville. References. Call Maxine, 686-0744.

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General Help

**PERSON WITH SMALL CAR** required to do light work part time and evenings  
**\$260 per week**  
Call 477-6755

**CRUISE SHIP JOBS**  
Earn \$300 - \$900 weekly.

Year round positions. Hiring men / women. Free room / board. Will train. Call 1-504-646-4500, ext. C213, 24 hrs.

**Telemarketers**

Required part time with experience for evenings & week ends  
Please call 477-5203

**TX COMMUNICATIONS**

Designs and manufactures telephone switching equipment for export. We require someone for inventory control. We are located in Gormley. Please send resumes to: TX/Communications, 1 Gormley Industrial Avenue, Gormley, Ont. L0H 1G0 or fax it to us at (416) 888-9300. PLEASE DO NOT PHONE.

**TAILOR WANTED**

For part time work in men's clothing store. Start today!  
Call 472-2829, or 636-9215

**FLYER DELIVERY**

A reliable person required part time to deliver flyers to homes. Please call:  
**471-3080**

**THE YORK REGION BOARD OF EDUCATION**

(An equal opportunity employer) requires immediately



**ASSESSMENT REVIEW OFFICER**

Salary Range: \$40,000 - \$49,000

This position has responsibility for maximizing the assessment base relating to public school education in the jurisdiction of the York Region Board of Education.

The successful applicant will have completed a university degree, a three year diploma from a recognized Community College or have equivalent qualifications. A thorough knowledge of assessment procedures in Ontario as related to the Education Act, the Municipal Act and other appropriate regulations is required. Experience with a Board of Education would be preferred.

To apply, please submit your resume by June 16, 1993 to: Helen Cross, Division of Human Resources, Box 40, Aurora, Ontario, L4G 3H2

In accordance with the Municipal Freedom of Information and Protection of Privacy Act, this is to advise that the personal information applicants provide is being collected under the authority of the Education Act and will be used for recruitment, selection and/or employment purposes. With your application please include written permission to check references.

Bill Crothers  
Chairman

R.A. Cressman  
Director

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General Help

**MANAGEMENT TRAINEES**

Large Canadian company now hiring in the Markham area. Enthusiastic, ambitious individuals needed. Vehicle a must. Call 477-0123. Excellent opportunity for 1st time in the work force.

**School Bus Driver**

Must have "B" license. Apply to: Box 4595  
Economist & Sun  
9 Heritage Rd.  
Markham, Ontario, L3P 1M3

A vacation club in Richmond Hill is looking for outstanding & personable **HOSTS & HOSTESSES** for evenings & weekends. Salary and bonus or commission.  
Call 771-8155 (days) or 764-5701 (week-ends & evenings)

**NORMERICA BUILDING SYSTEMS INC.**  
RECEPTIONIST/TYPIST

This position requires the following experience:

- Professional telephone manner
- Well organized
- Computer friendly
- Enthusiastically willing to work overtime when required.

To arrange for an interview please call SAM KEWEN between the hours of 9 a.m. and 12 noon at 887-9616.

**HEALTH COUNSELLOR**

Do you enjoy working with people? Would you like to work in a positive, challenging environment with excellent opportunity for advancement? The Beverly Hills Weight Loss Clinic in Markham requires a mature, well-groomed and enthusiastic person for the position of health counsellor. Previous experience in weight loss preferred. For an interview, please phone 477-6999.

**CUSTOMER SERVICE DESK**

Dynamic person required for small fast pace office located in north Scarborough. Good command of English language, French a definite asset.

Please send resume to:

Box 4594  
Markham Economist & Sun  
9 Heritage Road  
Markham, Ontario L3P 1M3

**RECEPTIONIST/ SECRETARY**

Mid-size computer firm has an immediate opening for a full time receptionist. Applicant must have good typing skills and a pleasant telephone manner. Past office/accounting experience an asset.

Please forward resume in confidence to:

**MID-RANGE**

Computer Brokers Inc.  
570 Alden Road, Unit #1  
Markham, Ontario L3R 8N5  
Attention: Ms. Sharon Black

**PART TIME SECRETARY**

Required full time for small Thornhill office. Should have some general bookkeeping knowledge. Typing is required. Computer experience an asset.

Please respond by June 18 by resume to:

Box 4596  
Markham Economist & Sun  
9 Heritage Road  
Markham, Ont.

CAIL, a supplier of advanced connectivity solutions in the computer industry, is looking for an Administration Supervisor

We are looking for a person with a good attitude toward learning, enjoy a challenge in a changing industry and can make a positive on-going contribution within CAIL and with Customers. If you have strong administrative and people skills, coupled with a desire to grow, please send resume:

CAIL systems  
665 Hood Road  
Markham, Ont. L3R 4E1  
Attn: Ronald Thompson  
Tel: (416) 940-9000  
Fax: (416) 940-9009

**CAIL**

**RECEPTIONIST FULL OR PART TIME**

Required for a fast paced toy company in the Unionville / Markham area. Excellent interpersonal and communication skills a must. French is essential. Office experience and computer skills an asset. For an interview, please call:

Terri  
470-8883

**DENTAL RECEPTIONIST**

Excellent opportunity for an experienced enthusiastic, outgoing and caring person with good communication skills who would enjoy working in a team oriented practice committed to providing patients with gentle, quality care.

Send or bring resume to:

Dr. Dennis Azuma  
4581 Hwy. 7 East, Suite 102,  
Unionville, L3R 1M6