

Careers

525

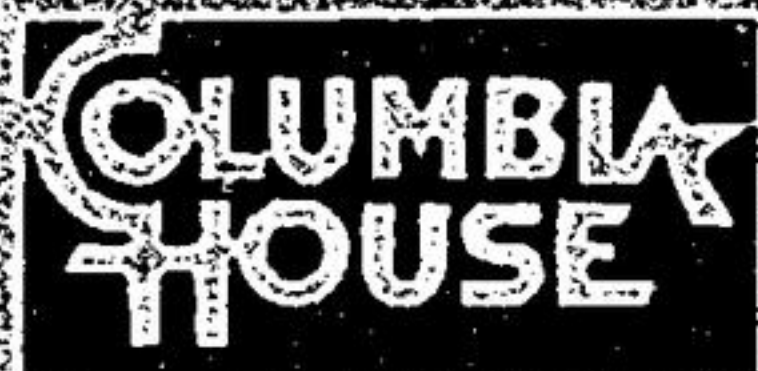
Office Help

SERVICE A LA CLIENTELE

Nous sommes une entreprise de Marketing Direct située à Scarborough. Nous avons besoin d'un Correspondant au Service à la clientèle.

Ce poste nécessite une parfaite maîtrise de la langue française parlée et écrite. Les candidats doivent posséder une bonne communication au téléphone. Expérience au niveau du Service à la clientèle et sur ordinateur sera un atout considérable.

Envoyez votre curriculum vitae à: SYLVIE LEGARÉ S.V.P. Aucune agence de placement. Ne s'applique pas aux candidats précédents.



5900 Finch Ave. E.
Scarborough, Ontario
M1B 5X7

Environnement non-fumeur

525

Office Help

510

General Help

705 Handyperson

705 Handyperson

Receptionist/Clerk Part-Time

Toshiba, one of the most sought after Fortune 500 companies, currently has an opening for a Receptionist/Clerk Part-Time. Situated at the main switchboard, you will be responsible for answering incoming calls, taking messages, greeting customers, arranging couriers, and some word processing. Other duties will include assisting various departments in a clerical capacity. Hours will be from 12:00 pm - 5:30 pm, Monday to Friday. You will have a pleasant telephone manner, excellent communication and interpersonal skills, and have word processing experience. Previous switchboard experience is an asset.

Interested? Please fax or call: Debi Carser, Personnel Dept., TOSHIBA OF CANADA LIMITED, Industrial Electronics Sector, 191 McNabb St., Markham, Ontario L3R 8H2. Tel No.: (905) 470-3500, Ext. 402 or Fax No.: (905) 470-3521.



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To market and manage the Lindsay Agricultural Society year round. LINDSAY CENTRAL EXHIBITION. This position requires an aggressive, self-starting individual with an agricultural background and administrative experience.

Please submit resume in writing to: Lindsay Central Exhibition, 37 Adelaide Street North, Lindsay, Ontario K9V 4K8. Fax: 705-324-8111.

ONLY THOSE APPLICANTS CONSIDERED FOR THIS POSITION WILL BE CONTACTED.

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for Building & Property Maintenance to maintain a modern building for an electronics company in the Woodbine/Hwy. 7 area. Mechanical and Electrical experience an asset. Must have valid driver's license. Hours 8:00 am to 1:30 pm - Monday to Friday.

Interested applicants should report in person and complete an application of employment. DGW ELECTRONICS CORPORATION, 85 Spy Court, Markham.

COFFEE CONNECTION

Requires counter help and baker, full time. Please apply in person; Markville Shopping Centre, Upper Level, between The Bay & Sears, McCowan & Hwy. 7E.

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