

Careers Careers Careers Careers Careers

500

career training

A New Career in 5 months!



Are you thinking about a fresh start?
Training for a rewarding new career

- * Microsoft Office * Windows * Word * Excell * Access * Powerpoint
- * Learn computer and business skills
- * Learn computer and business skills
- * Computer support specialist/CNE
- * Network administration/Microsoft NT

200 Town Centre Blvd. Suite 303, Markham (905) 940-9100
DIAMOND INSTITUTE of Business and Computer Technology

GET THAT JOB!



COMPUTER/OFFICE SKILLS

- | | | |
|-------------|----------|----------|
| Windows 95 | Excel | AccPac |
| WordPerfect | Word | Bedford |
| Lotus 123 | Harvard | Dos |
| Typing | Graphics | dBase |
| Power Point | Corel | Internet |

Start anytime-Flexible schedule
Day and evening Courses

ACADEMY OF LEARNING
MARKHAM - 940-8973

505

careers

EDUCATION & SERVICES CO-ORDINATOR

We are seeking a highly motivated customer service specialist to work in a fast-paced, dynamic environment. Excellent organizational and communication skills, knowledge in conference/special event co-ordination and proficiency in computer applications in a Windows environment required. Previous experience in a member services organization or customer service industry an asset. Reply in confidence stating salary expectations to: Search Committee, Ontario Nursing Home Association, 345 Renfrew Dr., Suite 202, Markham Ontario L3R 9S9 FAX: (905) 470-9595

FAST FORWARD to a NEW JOB!

6 MONTHS is all it takes...
Get on the fast track to a new career. In as little as 6 months Toronto School of Business can help you find the position training you need to get the job you want.

- COMPUTER ELECTRONICS ASSISTANT
- SECRETARY
- MEDICAL OFFICE ASSISTANT
- ACCOUNTING & COMPUTER SERVICES
- TRAVEL & TOURISM
- DENTAL CHARGE ASSISTANT
- BANKING & FINANCIAL SERVICES
- COMPUTER BUSINESS APPLICATIONS
- HOTEL & RESTAURANT MANAGEMENT SERVICES
- EXECUTIVE SECRETARY
- BUSINESS ADMINISTRATION
- COMPUTER SUPPORT SPECIALISTS
- COMPUTER PROGRAMMING & NETWORKING
- WORD PROCESSING

44 Campuses Across Canada
MARKHAM (905) 472-2591
RICHMOND HILL (905) 883-8520
NORTH YORK (416) 221-4386
REXDALE (416) 213-8288

Check your ad

510

general help

Men & Women Wanted!

Company going crazy w/all demands. Now expanding to meet customer needs for the 1997 year. 15-20 individuals needed to start immediately. No experience necessary. Full training provided. University and College grads welcomed.
Call Katie 905-479-1879.

SNOW SHOVELLERS

Part time, excellent pay. Own transportation preferred but not essential.
Blizzard Snow Removal Services
905-470-6616

Full time/Part time, flexible schedule.

Easy work, no experience, earn \$300-\$600 weekly at home, guaranteed. Call 7 days.
1-504-641-7778 Ext. 0213H44

SKI INSTRUCTORS

Nordic and Alpine instructors required. Full and part time.
Call Dagmar Ski Resort
905-649-2002

Stouffville IGA

Produce Manager

Experience necessary. Please send resume to:
6327 Main St., Stouffville, L4A 1G5 or fax (905) 640-8407.

The Heritage Arms Restaurant and Banquet Room requires experienced
Bartender
Waitress/Waitor
Part time Cook
Call Maria Hoad 294-1300

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general help

Tow Truck Drivers

Clean abstract. Knowledge of Metro. Must be of insurable age. Will train.
Apply in person:
14 Laidlaw Blvd. Markham
9:00 - 5:00 pm

Sports minded people

Looking for several sharp, ambitious individuals. Will train. Start immediately.
Call Cliff 905-944-0195

PROJECT MANAGER

For Leadership Development Firm
Behind any successful organization are great leaders leading it. At Jackson Associates, we're leaders at finding and developing leaders. Our research and consulting firm helps organizations around the world to select and develop world-class leaders.

We are expanding our practice, adding a Project Manager to direct some of our new projects. Candidates must have graduate training (Masters or PhD) in one of the behavioural sciences. Other requirements for the position are: strong business experience, project management skills, presentation skills, creative writing skills and a willingness to travel.

Interested candidates should write to Eric Jackson, with a full resume and stating why they would be a good match for the position, before Nov. 12th at:

Jackson Associates,
18725 McCowan Road,
Mt. Albert, Ont. L0G 1M0

NEW COMPANY

Expanding in Scarborough/Markham. 20 positions available for new locations. Rapid advancement, travel, lots of \$\$\$ No experience necessary.
Call Juan 905-946-8031.

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general help



Leons SUPERSTORES

Canada's number one home furnishing retailer is now hiring Sales Associates for Furniture, Appliance/Electronic Sales. Home furnishing sales experience not absolutely necessary. You must be enthusiastic, personable, presentable & willing to learn. This is a rare opportunity for career oriented individuals to join the renowned industry leader & earn above average incomes (\$35,000 - \$100,000) in a friendly, stable and profitable work environment. Our benefits include medical insurance, dental insurance, prescription drug plan, generous employee discounts, and profit sharing, along with career growth opportunities to those who aspire to management positions.
Please send your resume or apply at 20 McLevin Ave., Scarb., ON, M1B 2V5. We thank everyone who applies, however, only those selected for an interview will be contacted.

PARTY & BALLOON STORE

Hiring for part time positions
Retail experience required.
Mc Cowan/Hwy #7 area
For info call 759-4448

INT./SR. TRAVEL CONSULTANT

Full time. Galileo experience.
Also, 6 mo. maternity leave position, full / part time.
Apply in writing to:
Uxbridge Travel Centre
15 Brock St. W.
Uxbridge, Ont. L9P 1P6

WANTED OWNER OPERATORS

4x4 Snow Plow Trucks
\$55.00/hour
100 Hours Guaranteed
Call 905-887-9900

Part Time (10-3:30 pm)

Wait Staff & Kitchen Help

Bill 475-1890 call bet. 3-7pm.
Monday to Friday only

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general help

Office Assist./ Customer Service Support

Dynamic, innovative, growing company, requires an entrepreneurial team player. Must be flexible, people oriented, an independent thinker, with above average telephone skills. Computer experience should include Windows '95, MS Office and the internet. Knowledge of French, an asset. Excellent promotional opportunities for the right individual.
If interested, fax your resume and 3 references (2 page maximum please) to: 416-332-1932.

zehrs MARKETS

NOW HIRING FOR NEW UXBRIDGE STORE

Now hiring part-time employees with excellent customer service skills for our NEW UXBRIDGE STORE. The following part-time positions are available: Dairy, Grocery, Produce, Front End, Deli, Seafood, Cashiers, Bakery, Photolab.

NO EXPERIENCE REQUIRED
WE PROVIDE FULL TRAINING!

Great opportunity to develop interpersonal skills.

NOTE: Must be FULLY AVAILABLE to work varied shifts, including Weekdays, Weeknights, Saturdays and Sundays. Applicants must be available for all training shifts - NO EXCEPTIONS. Training will be varied and will be discussed further at time of interview.

Start rate is \$6.90 per hour. No guarantee of hours - hours are scheduled by seniority.

400 applications & interviews will be given only to those applicants who meet all the above requirements.

THESE 400 APPLICATIONS & INTERVIEWS WILL BE GIVEN ON A FIRST COME FIRST SERVE BASIS. PLEASE APPLY IN PERSON. Application will be given out beginning at 9:00 a.m. on Monday, November 4, 1996 at the Uxbridge Legion. Signs will be posted.

Applications will not be given out at store level, individual must be present on November 4 to obtain an application in order to arrange an interview time.
*availability requirements

Zehrs is an equal opportunity employer.

Markham Economist & Sun DRIVERS

Drivers required to deliver papers and flyers to our carriers for Wednesday and Saturday. For Wednesday, pickup Monday, deliver flyers Tuesday, and papers Wednesday a.m. For Saturday, pickup Thursday, deliver flyers Friday and papers Saturday a.m. Van or enclosed truck required to deliver in the Unionville area.

Please call Laurie
(905) 294-8244

Monday to Friday 11:00 a.m. to 5:00 p.m.

Snowplowers Wanted

Brokers with late model 4x4 & plows for routes in Markham/Unionville area. Competitive pay packages.
(905) 472-4842
Markham Property Services Ltd.

PLEASE CHECK YOUR ADS

Notice of error in your advertisement must be given following the first day the ad appears. The Economist & Sun, Tribune and Weekenders assumes no financial liability for typographical errors or copy omissions other than the cost of space occupied by the error.
Call 294-4331 or 294-2200

Fitness Instructors

OFC certified or equivalent.
Send resume to:
Ford Wellness Centre
7455 Birchmount Road,
Markham, Ont L3R 5C2
Or Fax: 905-470-5704