

500 career training

THE DURHAM ADVANTAGE

Are You or Someone You Know Unemployed Out of Full Time School Age 16 - 24

FUTURES CAN HELP!

- PAID CAREER RELATED WORK EXPERIENCE
- PAID EDUCATIONAL UPGRADING
- JOB SEARCH & EMPLOYMENT COUNSELLING

Funded by Ontario Ministry of Education and Training

CALL TODAY For more information on eligibility 852-7848

EDUCATING YOU FOR THE REAL WORLD.

510 general help

THE WINE SHOPPE

Canada's Retailer of fine wines has openings for enthusiastic and flexible part time Wine Shoppe Representatives for our new location in Uxbridge. We're looking for people who know what it means to give outstanding customer service. Must be available for days, evenings, Saturdays and Sundays.

We offer:

- a very competitive hourly rate
- an incentive program
- a great group of people to work with
- all the training you'll need to be successful with us

Please drop your resume at the following location: The Wine Shoppe located within Dominion Plus, 1111 Davis Drive, Newmarket between the hours of 10:00 a.m. - 5:00 p.m. from November 21st to 29th.

While we thank all applicants who apply, we will only respond to those under consideration.

510 general help

The Tribune Everyone Reads

The Distribution Department has openings for:

RURAL ROUTE DELIVERY DRIVERS

with own vehicle in the Sunderland/Uxbridge area for Tuesday delivery

Call Debbie Amundson 852-9741 or 640-2874 9 a.m. - 5 p.m., Mon. - Fri.

525 office help

Sherwood MEDICAL

BILINGUAL CUSTOMER SERVICE

Leading Medical device company located in Warden/Hwy #7 area requires a bilingual (French & English) Customer Service/Order Desk person with 2 years experience and knowledge of computer terminals. Please reply in confidence to:

Customer Service Supervisor
Sherwood Medical Industries (Canada) Inc.
151 Whitehall Drive,
Markham, Ont. L3R 9T1
Fax: (905) 479-5602

505 careers

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 give you the quality training you need to get the job you want.

- COMPUTER ELECTRONICS
- LEGAL SECRETARY
- MEDICAL OFFICE ASSISTANT
- ACCOUNTING & COMPUTERS
- TRAVEL & TOURISM
- PERSONAL CHIEF ASSISTANT
- BANKING & FINANCIAL SERVICES
- COMPUTER BUSINESS APPLICATIONS
- HOTEL & RESTAURANT MANAGEMENT
- EXECUTIVE SECRETARY
- BUSINESS ADMINISTRATION
- COMPUTER SUPPORT SPECIALIST
- COMPUTER PROGRAMMING & SYSTEMS ANALYSIS
- WORD PROCESSING

44 Campuses Across Canada

TORONTO School of Business

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

510 general help

GENERAL LABOURER required immediately. Able to operate farm machinery. Salary negotiable. 905-642-0162

Expanding organization requires people for **RECEPTIONIST or MARKETING POSITION**. Experience not necessary but helpful. Training provided. Call Lisa for personal interview 905-472-5554

Large Public Manufacturing Company requires:

An Accountant, Fluent in Czech

and willing to travel. Prefer that candidate has an accounting designation. Experience in a manufacturing environment is preferred but not essential.

Position offers an attractive salary and benefits.

Please reply in confidence to: Box #4586, c/o Economist & Sun, 9 Heritage Road, Markham, Ont. L3P 1M3

510 general help

New Home Sales

Experienced new homes sales representative required for a new Site opening in Richmond Hill. Must be fluent in Chinese & English. Please fax resume to Treco Real Estate Ltd, (905) 837-2555 attn. Anna

510 general help

GROUNDS KEEPER

Country home in Durham Region requires a full-time, year-round grounds keeper/general handy person. Duties will include lawn cutting and care, snow removal, cleanup of property, general maintenance and fix-up, providing some property security, etc. The ideal candidate will have at least five years of landscaping experience. Equipment is provided for carrying out the above.

You will be provided with a separate home on the property as part of the overall compensation package. Please send a resume with salary expectations in confidence to: Grounds Keeper P.O. Box 489, Gormley, Ontario L0H 1G0

Intermediate Secretary - Marketing Support

Position requires a self-motivated team player, a professional to work in a very busy Markham office for a large Electronics firm near Woodbine & Steeles. Proficiency in WP6.0 and Excel, an ability to work with tight deadlines, the candidate will have strong organizational and communications skills. Please submit your resume with salary expectations in writing to: Box 4583, Markham Economist & Sun, 9 Heritage Rd, Markham Ontario L3P 1M3. We thank all applicants for applying and will contact only those who are selected for an interview.

THE YORK REGION ROMAN CATHOLIC SEPARATE SCHOOL BOARD

Invites applications for the position of **SENIOR PAYROLL CLERK**

Reporting to Controller of Payroll, the Senior Payroll Clerk will administer payroll(s) for the Board.

REQUIREMENTS:

- 3 years computerized payroll experience (Comcheq on-line beneficial)

Salary \$27,300 - 31,500 commensurate with qualifications and experience. Written applications including a resume of qualifications, experience, and professional references will be accepted until November 29, 1996 and should reach the undersigned before the close of business on that date. Sue Merriman, Coordinator of Human Resources, 320 Bloomington Road West, CATHOLIC EDUCATION CENTRE, Aurora, Ontario L4G 3G8 Fax: (905) 713-1708

The Y.R.R.C.S.B. thanks all applicants and advises that only those under consideration will be contacted.

Careers

Almira Interiors, Unionville requires experienced **RETAIL SALESPERSON** for **TRADITIONAL FURNITURE** store. Design experience an asset. Fax resume to 905-477-0946 or call Beverley West at 905-477-5742

515 skilled & technical help

Gas Fitter Needed. 3-5 years of service & installation experience. 905-642-8579

515 skilled & technical help

Microsoft Access Programmer

Markham based Software Co. seeks Access Programmers. Minimum 1 year full-time experience developing applications. Fax resume to 905-415-0352.

Service Directory

PLEASE MUM! Clothes for boys and girls-Newborn to age 10.

To become a Home Party Consultant or for information on how to hostess a party and earn free clothing call Elaine Fockler (905) 473-9617.

555 domestic help available

EXPERIENCED cleaning lady available. Quality service at excellent rates. Call Julie at 416-759-9410.

MAXINE'S Cleaning Service. Quality care for you home/apartment/offices. Weekly/biweekly, occasionally moving? We also do cleanouts. 905-686-0744.

DAVID BARKEY Painting and Decorating. Experienced and Reliable Service Since 1978. Reasonable Rates, Free Estimates. 905-294-3026. 23 Honeybourne Cres. Markham, Ontario L3P 1P4

WAYNE SMITH CARPENTRY Additions - Renovations Cabinets - Decks 640-6345

Harold's o m Improvements Drywall, Decks, Renovations, Repairs, Fences, etc. Free Estimates. Call Harold Clodd (905) 852-5828

LEARN HOW TO OPERATE A MINI-OFFICE OUTLET FROM HOME Great second income! Awesome benefits. Call (416) 284-4493

570 employment wanted

I am looking to work from home. Have WP6.1 for Windows, laser printer. Phone Sunderland, 705-357-2898.

NO Sweat Workout toning & tanning packages available. Artistic, 852-7391.

Port Perry Church Hall FOR RENT Complete with full kitchen, stage, bar, PA system, tables & chairs, Seats 250. Great for weddings, banquets, meetings, dances etc! No set-up charges. Reasonable rental fee! Call (905) 985-7071

Morningsstar PRINTING COMPLETE DESIGN & PRINTING. SAVE TIME AND MONEY. FOR FREE QUOTES ON ALL YOUR PRINTING NEEDS. PHONE: 905-852-6690 TOLL FREE: 1-888-477-0333 FAX: 905-852-9277

Bill's Painting Take the pain, out of painting Interior, Exterior, Paper Hanging Senior Discount. Bill Frechette - 294-5415

510 general help

Men & Women Wanted! Company going crazy w/Christmas 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 Shannon 905-479-1879.

Hadden Satellite Systems TV's & VCR's • Microwaves • Towers • Rotors • Fire & Burglar Alarm Systems • SALES • SERVICE • RESTORATION. Showroom location on Hwy. 12, 4 miles south of Sunderland. (705) 357-2575 1-800-275-9589