

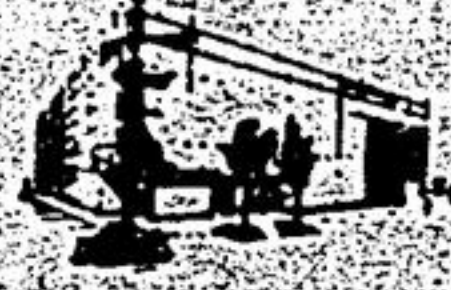
# Careers

525

## Full Time Receptionist

We are looking for a Full Time Receptionist to perform clerical and other administrative duties. The applicant should have two years office experience, have pleasant telephone manner and excellent people skills. Begin Monday, Jan. 6, 1997.

The Insurers is a professional, established and expanding General Insurance Brokerage offering Financial Service to over 8,000 customers in the Unionville and Markham area.



**The Insurers**  
the home and auto experts

Please fax resume to 477-5097  
Bonnie Koehnke  
at voice mail: 905-477-5022, ext. 385  
The Insurers Inc.  
200 Town Centre Blvd., Suite 101  
Unionville, Ontario L3R 8G5

office help

550 domestic help wanted

**CAREGIVER** for elderly gent near Stouffville, live-in, weekends, own transportation. Must like dogs. Call Wendy, 905-640-7542.

555 domestic help available

**AFFORDABLE**, thorough & reliable cleaning available for Markham/Unionville/Milliken & Stouffville areas. References. Call Lisa 416-499-9164.

**CLEANING** lady available Markham area-experienced, reliable and own car (416) 287-7914

## RECEPTIONIST/TYPIST

Required for Friday's 9-5. Word Perfect experience. Fax resume to:

Lebovic Enterprises  
(905) 640-7369  
(Stouffville Rd. & McCowan)

## Secretary (Part Time)

Required for Markham based Real Estate Appraisal Company. Three days per week, knowledge of Word Perfect or Word Star required.

Call Lori Elliott 905-415-9666.

## REAL ESTATE ASSISTANT

R. E. Licence, telemarketing and customer service experience an asset. Computer skills

Reply to Box 4585  
Economist & Sun  
9 Heritage Rd  
Markham Ontario L3P 1M3



## 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

## Typist/Word Processor

Required two days per week, computer literate, knowledge of WP 5.1 and Word for Windows '95 an asset. Applicant must have good command of the English language and must be able to work well in a team environment.

Woodbine/ Steeles area.  
Contact June O'Donnell  
905-475-1661

525

office help

## Purchasing/ Administration

Our fast growing Markham based Multimedia Company is seeking an experienced individual to organize and manage purchasing and related administrative functions. Our products are PC based and include M-PEG and J-PEG digital video. Our clients are some of Canada's leading communications companies. A knowledge of MS Office is required. This is a full-time position that offers a competitive salary and benefits. Forward your resume in confidence to:

Capital Networks Limited  
Attention: Bil Trainor  
Fax: 905-946-1144

Only those selected for an interview will be contacted.

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

530

sales help & agents

## Experienced SERVER

Full/Part time.

The Sheltie Pub, Markham  
905-471-2469

## SEEKING

Highly motivated individuals interested in sales, leadership position. One of the fastest growing marketing organizations in North America. Excellent income potential. Call: 905-474-9705

# Christmas Time

## CRAFTERS WANTED New craft market opening

Display and sell your hand crafted items to the public 7 days per week. We do the selling you don't need to be there. For booth information call 905-404-0508  
Country Craft Market  
Located North east corner of Thickson & Dundas, Whitby.

## Framing By Gail

Creative Conservation Framing  
Preserve your memories and art for you and future generations.

Samples can be brought to your home for matching to your decor.  
Gail Newland (905) 471-9289

## WANTED

Vendors and Crafters for the  
3rd Annual St. Edward PTA  
Craft and Bake Sale  
Sat. Dec. 7 10am-2pm  
\$25.00 per table or \$40.00 for 2  
For more info, call (905) 471-1077



Handcrafted Gifts - many original and one-of-a-kind - plus  
Christmas Baked Goods,  
Home-made Jams & Pickles and more.

Do Drop in:  
**TALISMAN FARM**  
443 DURHAM ROAD 21  
UXBRIDGE (near Coppins Corner)  
905 / 649-2101  
Open 11:00 - 5:00  
Wednesdays through Sundays  
Receive a free tree ornament with any purchase over \$10.00  
OR  
just come in and browse

## Let Us LIGHT UP YOUR LIFE!

BY INSTALLING YOUR CHRISTMAS LIGHTS.

Call us at: 470-1264



WE TAKE THEM DOWN FREE!

## OPEN HOUSE CHRISTMAS CRAFTS & BAKE SALE

2 Valley Rd.  
Musselman Lake

Saturday & Sunday  
Nov. 23 & 24  
Nov. 30 & Dec. 1  
Dec. 7 & 8  
10-4

FREE Introductory guitar lesson. Give gift of music for Christmas, certificates available. Call Paul 905-471-7311.

## NUTCRACKER CRAFT SALE

Sun. Nov. 24th, 10-4pm  
180 Bullock Road, Unit 4  
Presented by the Mom's of Markham Dance & Drama Workshop

## 5TH ANNUAL CRAFT & BAKE SALE

Sat. November 23  
10-3 p.m.  
21 Bayberry St., Stouffville  
(off Millard)  
Featuring: Crafts, Baked Goods, Avon, Kids Only Clothes, Jocus & Discovery Toys, Candles, CF Foundation Christmas Cards.  
Proceeds to Cystic Fibrosis Foundation

# Professional Directory

## Feldstein & Associates

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•Accounting •Audit •Bookkeeping  
•Personal & Business Income Tax  
FREE INITIAL CONSULTATIONS  
Evening & Weekend appts. avail  
Bus. 415-0913  
Mark Feldstein Warren Feldstein  
Res: 731-0673 Res: 731-5203

## CHARGED WITH A TRAFFIC OFFENCE

Former Police Officer Will Assist You In Court  
Counsel Available for Impaired Driving  
Call 905-294-8345  
The Traffic Court Defence Experts  
Thomas Giles & Assoc. Inc.  
6070 Hwy. #7E (Second Floor), Markham

## ANDREW FELDSTEIN & ASSOCIATES

Barristers & Solicitors  
•Ligation •Matrimonial •Corporate •Criminal  
•Wills & Estates •Real Estate •Immigration  
Bus: 415-1636 Res: 416-481-5505  
Weekend & Evening Appointments  
FREE initial Consultation