

Careers Careers

Service Directory

525 office help

An automotive dealership located in Markham has a position available for an

ACCOUNTS RECEIVABLE CLERK

Duties include A/R Collections, reconciling cash and A/R etc. Dealership experience a must.

Fax resume and salary expectations no later than Feb 19, 1997 to **905-475-4101**

PART-TIME RECEPTIONIST

Required for busy real estate office, to work days (12-5 p.m.) Real estate experience preferred. If you have a pleasant personality, type 50-60 wpm and enjoy working with people, please drop off or fax resume to:

Gary McAllister
ReMax All Stars Realty Inc.
5071 Hwy #7
Markham, Ontario L3R 1N3
Fax: 905-477-6839

Office Manager/Bookkeeper
Full time Experienced

for small, well-established wholesale Cosmetic Company. Computer knowledge of: WP, Dac Easy, Excel, Maximizer, Fr./Eng. bilingual an asset. Immediate opening.

Send resume to Box 4598
Economist & Sun
9 Heritage Rd.
Markham, Ontario L3P 1M3

BOOKKEEPER/RECEPTIONIST

Previous experience in dental office preferred. Immediate position. Drop off resumé at:

37 Sandiford Drive
Suite 104

MEDICAL RECEPTIONIST

Part time for busy office. Resumes to be sent to Box 4599
Markham Economist & Sun
9 Heritage rd.
Markham L3P 1M3

530 sales help & agents

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Ab Cox Pontiac Buick GMC Ltd.
305 Wellington St. E.
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(905)841-2121

INSIDE SALES

Enthusiastic individuals for computer sales positions. Exp. not nec. but computer knowledge & exc. phone skills an asset. We have a need for French speaking reps. Full-time and part-time positions.

Fax resume to: **905-882-1106**

530 sales help & agents

Sales Representative

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Please send resume to: Chris Mildon or fax 477-5097
The Insurers Inc.
200 Town Centre Blvd, Suite 101
Unionville, Ontario L3R 8G5

The Insurers
the home and auto experts

SALES ASSOCIATE REQUIRED

Part time sales associate position available. The right candidate will be able to assist in the management and promotion of a clothing store in Markham. Position will be 25-30 hours weekly, Monday to Friday. Sales and merchandising experience would be preferred. Please call

GEAR For Sports Canada
Attn: Lincoln D'Souza
Tel: 905-470-0404

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