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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.

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- LEGAL SECRETARY
- MEDICAL OFFICE ASSISTANT
- ACCOUNTING & COMPUTERS
- TRAVEL & TOURISM
- DENTAL CHAIRSIDE ASSISTANT
- BANKING & FINANCIAL SERVICES
- COMPUTER BUSINESS APPLICATIONS
- HOTEL & RESTAURANT MANAGEMENT
- EXECUTIVE SECRETARY
- BUSINESS ADMINISTRATION
- COMPUTER SUPPORT SPECIALIST (includes Networking)
- COMPUTER PROGRAMMING & SYSTEMS ANALYSIS
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ONE PHONE CALL CAN CHANGE YOUR LIFE!

Now Enrolling for all Classes!

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Not all courses are available at all campuses
Financial Assistance may be Available
Job Placement Assistance

MARKHAM (905) 472-2591 8715 Mcowan Rd. Corner Hwy. #7 (Opposite Markville Shopping Center)	RICHMOND HILL (905) 883-8520 9555 Yonge St. Suite 400 (Opposite Hillcrest Mall)	NORTH YORK (416) 221-4386 5734 Yonge St. (at Finch) (Subway) Willowdale	REXDALE (416) 213-8288 55 Woodbine Downs Blvd. 2nd floor (Hwy. 27 & Finch)
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GET THE COMPUTER SKILLS YOU NEED



COMPUTER SUPPORT SPECIALIST/CNE
NETWORK ADMINISTRATION/WINDOWS NT
MICROSOFT OFFICE • WINDOWS
WORD • EXCEL • ACCESS • POWERPOINT

DIAMOND INSTITUTE
Of Business and Computer Technology

200 Town Centre Blvd.,
Suite 303, Markham, Ont.
Call Us At (905) 940-9100

New Evening & Day Classes In Progress

* Financial assistance may be available to those who qualify

JOB FAIR

Volunteers, RV's, RPNs, HCAs,
Clerical & individuals with no formal training/certificates.

The Victorian Order of Nurses-York Branch, a health care agency, dedicated to delivering quality nursing care and specialized support services to York Region.

TUESDAY, APRIL 1st 5:00-7:00 PM

If interested in working in York Region, then bring your resume and meet VON's Recruitment Team at our office.

VON YORK
3190 Steeles Avenue East,
Suite 301, Markham, Ontario

If unable to attend and interested, forward your resume to: VON York, Fax: 905-882-8914 or 905-836-5399

510 general help

Landscape Maintenance

Dale's Gardening & Landscaping currently has the following openings:

Are you interested in becoming the best among the best in residential landscape maintenance and do you possess the ability and desire to assume growing management responsibilities?

Reporting to the owner-responsibilities of these (2) positions requires solid knowledge of perennial, annual and shrub identifications and maintenance as a prerequisite. Good communication, interpersonal and common sense problem solving skills along with commitment to excellence will be among expected abilities.

If this description captures your strengths-then we are interested in hearing from you. Please submit a complete resume with salary expectations and a covering letter to:

FAX: 905-642-5416

There are also openings for "general landscape" maintenance positions-we will train-in this regard-please leave phone message particulars at:
905-642-4444

510 general help

MAKE A DIFFERENCE

Excellent career opportunity for a high energy outgoing efficient person who enjoys interesting and challenging work in a team environment, committed to providing patients with superior service and gentle quality health care. Excellent telephone communication skills and experience in cheerfully serving the public essential.

Apply in person
West Chiropractic Clinic
4747 Highway 7 East
Unionville

510 general help

UNIONVILLE IGA

Requires mature, experienced, responsible person. Approximate 20-30 hours per week for.

• PART-TIME MEAT CUTTER

Apply in person
Unionville IGA
4721 Hwy. 7 East
or fax resume to
905-475-6675

505 careers

OPPORTUNITY KNOCKS

An established leasing organization requires a highly motivated, well organized individual to represent our company and to expand upon existing territory. The successful individual will have excellent interpersonal skills and will be comfortable building and maintaining strong customer relations. Sales experience and a good mathematical mind are definite assets as our product is \$MONEY\$ and our focus is helping our customers sell their products through lease financing. Please fax your resume and income expectations to:

ADD Commercial Leasing
905-940-1434

Experienced Interior Decorator

Part Time for Markham's oldest furniture decorating store. "Tormark is good to sell". Open for Stouffville and Uxbridge. Good for the right person.

Call 294-2581 or 477-2055

FENCE & DECK CONSTRUCTION

Help Wanted

Full time summer position available for hardworking individual. Experience an asset.
Call: (905) 887-3325



LANDSCAPE LABOURERS

Required for growing landscape construction company.

Valid driver's license & familiar knowledge with all aspects of landscaping construction an asset, but not necessary - will train. Competitive rates

640-7161

510 general help

PERMANENT PART TIME

Tuesday to Thursday evenings to do office cleaning experienced with industrial floor machines. Own transportation. Mature & bondable Call after 10 a.m. Monday to Friday **905-294-9110**

White Rose Crafts and Nursery Sales currently requires a conscientious and committed individual for our Unionville location.

Custom Picture Framer

Your keen eye for detail and hands-on framing skills will ensure quality picture framing. You have exceptional organizational abilities, 3 years' related experience, and a proven track record in sales.

Please apply in person, to: **Derek Schweitzer, White Rose Crafts and Nursery Sales Limited, 4038 Highway #7, Unionville, Ontario L3R 2L5. No telephone calls, please. We thank all applicants; however, only those selected for interviews will be contacted.**



Parkview Golf Club has openings for the following positions in our Food Services:

Servers, Bus Persons, Catering Truck Attendants
Only those available fulltime for the entire Golf Season need apply (April to November)

Please fax resume to:
416-293-2602 or
drop off at 6400 Steeles Ave. East

POOL SERVICE

Local pool company requires experienced service staff now.

Apply in person; call first
905-886-9360

Landscape design build firm requires **D Licensed Driver / Labourer**. Experience in interlock, Pisa & Bobcat preferred.
642-3662
fax or leave message.

Now Hiring! Cruise Ships!

Travel and get paid. Year round positions. Men/Women. Free room/board. Will train.
Call M-F, 8a-10p central time.
1-504-641-7778 Ext. 0213C12

ELECTRONIC PREPRESS

(8 month contract position.)

Must be experienced in a commercial printing environment. Film output and scanning skills are essential. Proficiency in Quark, Photoshop, Pagemaker and Illustrator are a must. Experience on Mac platform is required. PC experience is an asset. Qualified candidates please fax resume to: **416-495-6630.**

Basic HTML Internet Programming

Basic and advanced HTML persons needed. Contract work at home or at our Woodbine/Hwy. #7 office. Want to Learn HTML? 1/2 day and evenings "basic courses" (40 hours) starting immediately. Limited enrollment \$499. OPS 905-940-4700
[HTTP://www.georgianbay.com](http://www.georgianbay.com)

COUNTER HELP required

Apply in person to the Markham Stouffville Health Centre "The Waiting Room Cafe". Part time position-apply Monday through Friday 2-4 p.m. only
Bring resume in person

Mgmt./Asst. Mgmt./Marketing Company Expansion

F/T 20 needed, immed. Corporation expanding throughout Markham, Toronto. Looking for several sharp ambitious individuals to help run various positions. No experience necessary, will train. Call Rita: **905-479-1879**

ASSEMBLERS!

Stay Home-make money. You assemble products and earn \$727 a week. Amazing recorded message reveals details.
Call 416-332-9604 ext. 40
Canadian Company