

Careers

505 careers

SYSTEMS ANALYST (Contract)
As a result of continued growth, a Barrie, Ontario based Telecommunications Company, has an immediate opening for a **Systems Analyst on a Contract basis.**

A team player with strong organizational skills, the ideal candidate will have exposure to Visual Basic 4.0 or later, SQL Server, and Microsoft Access 95 or later.

Interested candidates should reply by mail no later than July 4th to:

P.O. Box 627
Barrie, Ont L4M 4V1
Attn: Controller
or by fax to: 705-725-7045

We thank all who have applied, however, only those considered for an interview will be contacted

510 general help

Markham Co. requires Temporary Warehouse Help **ORDER PICKERS PACKERS GENERAL WHSE.**

Experience preferred. Fluent in English, spoken and written a must. Available to work flexible shifts. Must have reliable transportation. \$7-\$8/hr. Fax resume to: Attn: M. Maskery 905-470-4115

CUSTOMER SERVICE CLERK

Experience preferred. Small office environment. Able to handle - data entry, customer inquiries and returns. Mature responsible person. French an asset. Full-time days.

RECEPTIONIST/FILE CLERK

Experience preferred. Must have clear telephone voice, pleasant manner. Must have excellent English - verbal and written. French an asset. Full-time days. For above clerk positions, please fax resume to 905-470-4115 Attn: C. Sine

MOVIE PRODUCTIONS

Busy, Aggressive Toronto Agency seeks new faces to work in Film, TV Series Commercial, Print & Live Productions. (No exp. required but an asset)
• Extra's \$7.00 - \$22.80/hr.
• Models \$45.00 - \$75.00
• Actors, Singers, Dancers \$300.00 - \$460.00/day
• Kids, Teens and Adults of all types accepted
CONTACT - YVONNE 416-593-7667

EXPERIENCED LANDSCAPE LABOURERS

John Brouwer Landscaping in Claremont. Must have 2 seasons experience with another landscaping firm. Must be physically capable of doing heavy lifting and manual digging. 6 a.m. to 6 p.m. 6 days a week. Must have car. \$14. per hr. 905-686-3869

\$\$ HELP WANTED \$\$

American International Company looking for help with:
• customer service & supervision
• P/T & F/T
• cash paid daily
• work at home/office
• paid vacations
• management potential
• knowledge of oriental & other languages an asset
Call 416-631-4870

510 general help

ORDER PICKER/ WAREHOUSE HELP

To start immediately with rate of pay \$8/hr. General knowledge of warehouse duties an asset and some heavy lifting required.

You are energetic, organized with good communication skills. One to three years experience preferred. Reply by fax 905-477-9232.

We wish to thank all applicants for their interest in this position and advise that only selected candidates will be contacted.

\$15/ HOUR
NO COMMISSION
PART TIME
EVENINGS/WEEKENDS
DOORKNOCKERS
NO SELLING
905-686-2445 EXT 224

TORONTO MOVIE GROUP

Toronto's busiest and most successful agency is currently expanding its roster. We are looking for all types of kids, teens, adults, and mature adults **Guaranteed** paid work on movie sets this summer if accepted.

Call (416) 968-9872
or apply in writing
(resume not required)
Fax (416) 968-9924

POOL SERVICE/RETAIL

Thornhill pool company requires experienced F/T or P/T service and retail staff now. Apply in person; call first, 905-886-9360

525 office help

OFFICE CLERK

A small home based Mechanical Contracting Business is currently seeking a person for all office duties for approximately 3 days a week. The position requires an organized detail oriented person with good communication skills.

Applicants must have knowledge of Microsoft Word, Excel and Simply Accounting.

Please fax your detailed resume and salary expectations to: 905-642-6413

New Medical Clinic

'Sunkist Plaza' (Hwy 48 & 16th) requires part-time day or evening **Medical Receptionist** Please fax resume Attn: Doris (905) 642-6339

ACCOUNTANT

required for public accountants office in Markham. 4 years experience a must. Contact Carlo Depellegrin at: 905-475-3356 or fax resume to: 416-969-8167

Permanent, Part-Time Secretarial Position

Word processing, in Word Perfect or Word and general office skills required. A variety of responsibilities will keep this person busy in a small, fast paced office, in the land development/home building industry. Fax resume to Ms. S. Wilton 905-479-3859

525 office help

CLERICAL POSITION Plus

With some experience in the business World and having a better than average working knowledge of computers, with excellent knowledge of Word Perfect, MYOB and VISIO you would be an ideal candidate for this position.

Your duties will include general office functions plus the excitement of assisting in the set up of a new company being added to a well established Markham business.

Please mail your resume to:
Human Resources
CCL Laboratories
60 Renfrew Drive, Suite 320
Markham, Ontario L3R 0E1
or by Fax to 905-940-2021

We thank all applicants in advance but regret that only those selected will be contracted for an interview.

We are a well-established and progressive executive search firm (404/Finch) in need of a full time:

RECEPTIONIST/ ADMINISTRATOR

Superior word processing abilities (70 wpm min.), professional image, a keen eye for detail and excellent telephone communication skills are all required for this key office support role.

We offer a competitive salary, benefit plan and a friendly work environment ... you will have fun here.

Please fax or mail a reply in confidence to:
Carmichael Birrell & Co.
111 Gordon Baker Road, Suite 610
North York, Ontario
M2H 3R1
Fax: (416) 495-8270

525 office help

Service Company requires enthusiastic person to work in image retrieval area. Must have excellent references and the ability to pay attention to detail. Some PC knowledge desirable. Min. 20 hrs/week. Mon-Fri 9-5. \$8.50 per hour. Fax resume to 905-474-0992. Woodbine/Hwy #7 location.

Full time position **ADMINISTRATIVE/ OFFICE HELP**

Required in purchasing department for summer student. Organized, self starter previous office experience an asset. Computer/PC knowledge. Fax resume to Human Resources 905-475-5855.

530 sales help & agents

TELEPROFESSIONAL

Experienced. Must have high level corporate communications skills. F/T, M-F between 9-5; Working from our Markham office. Hourly wage + bonus. Start July. Fax resume to Mktg. Coord. (905) 513-7651

F/T SALESPERSON

Required for busy Piano/ Keyboard store. Must have sales experience. Ability to play keyboard instruments a definite asset. Resumes accepted in person at **Mott's Music** 5308 Hwy. #7 294-4603

535 hospital, medical, dental

P.D.A.

Full-Time for pediatric dental practice in Unionville. Min. 1 year experience. Call 905-513-7722

A fine optometry practice in Markham offers an immediate, permanent career as

OFFICE / ADMIN. ASSISTANT.
Call 905-472-6281 between 11 a.m. - 1 p.m. & leave details about yourself.

WANTED:

Nutritionist or R.N. with special interest in nutritional microscopy (live blood cell analysis) required. To work in a progressive, multidisciplinary clinic in Unionville. Please fax resume: Attn. VIA (905) 479-7808

540 hotel, restaurant

OPENING SOON Chick'n'deli North

requires experienced Wait staff • Host/ hostess • Door persons • Busing staff Apply in person 160 York Blvd. (East Beaver Creek) 905-709-2522

The Heritage Arms Markham and The Earl Of Whitchurch (Stouffville) requires: **FIRST COOK SHORT ORDER COOK** for summer season **DISHWASHERS F/T OR P/T EXPERIENCED WAITSTAFF** Apply in person. 905-640-8300

555 domestic help available

Mirage Cleaning 2x15 May 17,24,31, June 7,14 p/u from april 30 555

Professional Directory

Feldstein & Associates

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

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

FIGHT THAT TICKET

FORMER POLICE OFFICER TO ASSIST YOU IN COURT CALL: 905-294-8345 1-888-661-6006 THE TRAFFIC COURT DEFENCE EXPERTS THOMAS GILES AND ASSOC. INC. 6070 Hwy. #7E (Second Floor), Markham

PARALEGAL & MEDIATOR

PETER A. MILLER, MBA • Small Claim's Court Litigation • Business Legal & Banking Documentation • Pers./Bus. Loan Preparation/Negotiation • Pers./Bus. Dispute Resolution Settlements Phone 905 294-5239 or e-majl pamiller@netcom.ca

Careers

555 domestic help available

GET 3 for the price of one! House up to 3000 sq. ft. will be cleaned for only \$60. Vacuuming, dusting, floors washed, washrooms, kitchen, window ledges and baseboards. Call: Kathy or Rula: (905) 479-4945