

Careers Careers

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careers



PRODUCTION COORDINATOR

Fast Paced, Unique Advertising Design Agency with diverse client base looking for energetic, highly motivated production coordinator.

You must have experience in project coordination/client liaison for all print media, promotions and instore P.O.P. projects.

Working closely with the Account Supervisor you will be responsible for coordination of work flow between suppliers, typesetters, film houses and printers.

Mac experience an advantage.

Qualified? Fax resumé to: (905) 415-0316

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Cruise Control is not an Option.



WE AREN'T LOOKING FOR SOMEONE CONTENT TO GO ALONG FOR THE RIDE.

General Motors of Canada and its divisions manufacture award winning vehicles and parts for the global market. In building on the equity we have created, we are seeking those who can not only bring new ideas, but can show us the value of these ideas. Leaders who are aware of the responsibilities for achievement, and the rewards that come with it. And individuals who are prepared for the challenge of taking on the world. Our Oshawa Car Assembly Plant uses the latest technology to produce world-class quality GM vehicles for sale in the Canadian market and for export. Currently, we are seeking dedicated individuals for the position of

ISO 9002 COMPLIANCE ENGINEER

Lead our plant to ISO 9002 certification - target date: May 1999. You will coordinate in-plant quality systems and the implementation of corporate quality systems and procedures. This will involve auditing quality systems for compliance and monitoring record retention and distribution. Acting as an expert in safety, MVSS, noise, emission and damage disclosure, you will also advise production on corporate and government vehicle standards. This position requires an engineering degree, expertise in ISO 9002 certification and quality procedures, and CQA or CQE designation. To succeed in this role, you must be a self-motivated

individual with strong facilitation and communication skills to coordinate the audits and system changes required. Training as an ISO Internal Auditor and/or Lead Auditor is preferred, as is automotive manufacturing or supplier experience.

To assist us in the selection process, we will only consider those candidates observing the following application procedures:

- Your resumé must clearly identify your skills related to the position to which you are applying.
- Proof of education qualifications must be included with your initial application.
- References must be provided.

Please mail your resumé to be received, not later than October 31, 1997, to: Mr. R.L. Willsher, Regional Personnel Dept., General Motors of Canada Ltd., 1908 Colonel Sam Drive, Oshawa, ON L1H 8P7. Please refer to file# CAPGM-06

Applications are encouraged from qualified men and women, members of visible minorities, aboriginal people and persons with disabilities. We thank all applicants, however, only those selected for an interview by November 21, 1997, will be contacted.



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general help

Human Resources Development Canada / Développement des ressources humaines Canada

Job Seekers... Find Your Match.
Visit the **Electronic Labour Exchange Job Matching Service** on the Internet.
New from Human Resources Development Canada
Wide Array of Employers!
Easy, Fast, Free!

Have a Look: <http://www.ele-spe.org>

Human Resource Centres in York Region
Internet Site: <http://home.istar.ca/yorkhrcc>

Canada

Opening for full time employment, mechanical ability an asset.

Call 905-640-1770 for interview

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general help



Mature responsible person required for: **FULL TIME BAKERY MANAGER POSITION**

at our Markham Road & 16th Ave. store location.
A MINIMUM OF FIVE YEARS FULL TIME BAKERY EXPERIENCE IS REQUIRED.

EXCELLENT PAY & BENEFITS IMMEDIATE EMPLOYMENT
Serious applicants only please.

Apply in person at: **THE GARDEN BASKET FOOD MARKETS**, 9275 Markham Road (at 16th Ave.)
MONDAY - FRIDAY 9:00 A.M. - 8:00 P.M.
SATURDAY-SUNDAY 9:00 A.M. - 5:00 P.M.
Resumés Accepted
Tel: (905) 471-0777

We appreciate all responses, but regret that only those selected for an interview, will be contacted.



Choko Motorsports Inc., Canada's leading designer and marketer of branded and licensed motorsports apparel has openings for **regular full time and part time warehouse staff**. Duties include receiving, order picking, shipping and some driving. Previous warehouse experience a real asset.

Please fax resumé in confidence to: 905 642-1011, Att'n: Lloyd or visit us on the 10th Line.
Location: Stouffville, Ontario.

GORD'S NO FRILLS Help Wanted
Part time positions
Day Cashiers
Day Stock Clerks
Night Crew Stock Clerks

Please apply in person to:
Gord's No Frills
Hwy. #7 / Galsworthy
Previous applicants need not apply.

DRIVER / CUSTOMER SERVICE

Part time starting at two days a week, \$8 / hr. Mature person with neat appearance for non-smoking environment. Excellent driving record essential. Experienced delivering downtown Toronto. Good people skills & command of English. References.
Call 905-294-2356 Judy

EARN EXTRA \$\$\$

Persons with cars or vans to deliver telephone books in Uxbridge, Claremont, Port Perry and surrounding areas. Must be +18 yrs. Able to work daylight hrs. & have car insurance. Paid by contract - no deductions.
905-720-0321, 9-5, Mon.-Sat.

UNISEX HAIRSTYLIST WANTED

Must be experienced
Call 905-882-5235

DRIVERS REQUIRED
Little Caesar's Pizza
Call (905) 472-6964

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general help

DRIVER - Full time days
TELEMARKETERS - Work from home 29 hours per week soliciting donations (used clothing, etc). Salary basis. Please fax resumé to: **Canadian Diabetes Association (905)737-3227**

TELEMARKETING \$17.50/hr

Make \$80-\$100/evening. Scarb. Town Centre 293-0593 Anytime

We require a full time self-motivated person for Marketing / Office work for a printing office.
Fax resume to 905-305-9536

COOK

Experienced
For family restaurant. Good wages, Flexible hours.
Call 640-0717

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skilled & technical help

PC BOARD LAYOUT TECHNICIAN

Small contracts
Fax resumé to:
905-640-1649

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office help

FILE CLERKS - GENERAL CLERKS

Temp and Temp to Perm assignments. Scarborough, Don Mills and Markham areas. Min. 2 yrs on the job experience. Excellent English a must. Pal Personnel Services 416-497-1952. Scarborough, Don Mills & Markham area.

DRAKE

SOMETHING DIFFERENT?
Challenging short- & long term opportunities await you. Only the most adaptable, hardworking people with 1 year prior experience should call.

Are you seeking a position in **Admin./ Reception or Accounting?**

If you have computer software skills in Win 3.1/95/97; MS Office Suite, WordPerfect, Lotus and Accpac, your future looks bright.

Potential permanent positions may follow.

Positions in:
• Markham • Richmond Hill •
• North York • North Scarborough •

For an opportunity to climb the ladder of success, call Cheryl at (416)502-9098
DRAKE supports Employment Equity.

RECEPTIONIST

Required for busy Markham office. We are looking for an experienced and organized person with excellent telephone and communication skills.
Fax resume and salary expectations to **Barb Jackson 905-940-8046.**
No phone calls please

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general help

MARKETING / CUSTOMER SERVICE

Full/Part-time. Sales or customer service experience. Fluent in English. Salary plus Bonus. Hwy #7 / Leslie. Call (905) 764-1951

Markham Video Store

Seeking Mature responsible part time staff. Video industry experience an asset, retail experience a must.

Reply by resume only to:
Box #4585
c/o Economist & Sun
9 Heritage Road,
Markham, Ont. L3P 1M3

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office help



DecisionOne, providing leadership in multi-vendor IT services nationally, is seeking a

Sales Proposal Specialist

to keep pace with our rapidly expanding demands. We desire a clerical expert to prepare, review and structure sales proposals and price quotations for our sales department. We require individuals that thrive in an aggressive customer service oriented environment. We offer an excellent salary and benefits package. Qualified candidates are to send resumes to:

Human Resources Manager, DecisionOne,
91 Granton Drive, Richmond Hill, Ontario L4B 2N5.
(DecisionOne supports Employment Equity)

Please Check Your Ad