

S/U. 510 general help

IMMEDIATE POSITIONS Open House

Nov. 4, 1997, 9:30 a.m. - 3:30 p.m.

Stouffville Legion, 12278 Ninth Line

• GENERAL LABOURERS • ASSEMBLERS
 • SHIPPERS/RECEIVERS • PICKERS/PACKERS
 • CERTIFIED FORKLIFT OPERATORS

Bring Social Insurance Card, Photo I.D. Card and work history assessments and interviews will be completed same day!!

Olsten Staffing Services™ Call (905) 737-4300
RICHMOND HILL

THE DURHAM ADVANTAGE

Teaching Opportunity part-time

Durham College Uxbridge Campus requires a Part-time Teacher for the Parts Counter Operations program from November '97 - January '98. Applicants should have a minimum of 5 years experience in Automotive Retail, After Market Retail, or OEM. Preference will be given to candidates with 2 to 3 years teaching experience. Forward resumes quoting Competition #97-59 to Sandra Bennett, Director, Staff Services P.O. Box 385, Oshawa, ON L1H 7L7 by October 31, 1997.

DURHAM COLLEGE

Educating You for the Real World.

Careers

555 domestic help available

EXPERIENCED cleaning lady available. Quality service at excellent rates. Call Julie at 416-759-9410.

EXPERIENCED cleaning lady available weekly or bi-weekly, no cat. References available. Phone: 640-5519.

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 Ruia: (905) 479-4945

MAID TO ORDER. Quality home cleaning service on a weekly or bi-weekly schedule. Competitive rates & phone estimates available. Call Fay at 640-5381.

MAXINES Cleaning Service (20% Fall Special to new clients). Reliable, experienced ladies. Weekly & bi-weekly. Maxine 905-686-0744.

505 careers

BOOKKEEPER / ACCOUNTANT

Office management and bookkeeping up to financial statements and a solid understanding of financial planning and cash flow management. Markham location. Fax resume to: 905-477-4473

510 general help

TOWN OF WHITCHURCH-STOUFFVILLE

RECRUITMENT TEMPORARY LABOURER

The Town of Whitchurch-Stouffville Parks, Facilities and Recreation Department is seeking a customer service oriented team player whose primary duties will include maintenance and janitorial upkeep of the twin ice-pads at the Recreation Complex.

This is a temporary unionized position which will end April 30, 1998. The rate of pay is \$11.51 per hour and the successful applicant will be required to work nights and weekends. One year proven work experience in an arena setting, as well as a valid Class "G" Driver's Licence is required. Preference will be given to applicants who possess a Class "B" Refrigeration Operator's Licence.

Interested individuals are invited to submit their resume, appropriately marked as to position applying for not later than Friday, November 7, 1997 to:

Town of Whitchurch-Stouffville
c/o Chief Administrative Officer's Department
19 Civic Avenue, Box 419
Stouffville, Ontario
L4A 7Z6

For further information, please contact Bruce Hatt, Parks, Facilities and Recreation Foreman, at (905) 640-6527, ext. 28.

We thank all applicants and advise only those selected for an interview will be contacted. Personal information is collected under the legal authority of the Municipal Act, R.S.O. 1990, c.M.45, as amended, and will be used to determine eligibility for employment.

510 general help

Everyone Reads.
The Tribune

The Distribution Department has openings for

DRIVERS

for

- Rural Route Delivery &
- Catalogue door-to-door delivery with own vehicle in the Stouffville area

Call **Arlene Maddock**
640-2100
9 a.m. - 5 p.m., Mon - Fri.

510 general help

Harvey's Serving Swiss Chalet.

COME BE PART OF OUR TEAM

We need self motivated individuals full & part time, who enjoy working in a fast paced team environment. No experience necessary.

If you possess the eagerness and the willingness to learn then apply in person at:

15 Sandale Rd.,
Stouffville

510 general help

HELP WANTED

Full & Part Time Positions

- BAKERS ASSISTANT
- COUNTER HELP

Stouffville & Aurora Locations
Drop by or fax resumé
416-614-3544 (Fax)
6236 Main St., Stouffville

510 general help

CAR CLEANUP & LOT PERSON REQUIRED

Call 640-1610
for appointment

5964 MAIN ST., STOUFFVILLE, ONT.

510 general help

The Old Country Inn is currently seeking experienced

COOK

KITCHEN HELP

Please apply in person at
198 Main St., Unionville
or phone 477-2715

510 general help

Rust Check Markham
Requires
2 Full Time Employees

For busy Rustproofing location. Fax resume with hourly wages expected to 472-5106.

510 general help

COUNTER HELP required

Monday to Friday days. Waiting Room Cafe, The Health Centre
377 Church St
Bring resume in person
between 8am - 11am, Mon - Fri

TELEMARKETERS

Required for local Markham Company. Part time evenings. Experience preferred.
Call 905-471-4096

PETS ON TV

Dogs, Cats, Birds and Exotic Animals needed for TV commercials, series, films, catalogues and brochures. Send picture with name and phone number with info on pet to: PO Box 58541, 197 Sheppard Ave. E. Tor., M2N 3A8

Full Time BAKERS HELP WANTED

No experience necessary, will train. Apply in person to:
MM Muffins
Markville Shopping Centre

515 skilled & technical help

Full time experienced **mechanic** required for trucks and heavy equipment. Please send your resumé with salary expectations to:
Box 0386, Uxbridge Tribune
88 Brock Street West
Uxbridge L9P 1P4

515 skilled & technical help

KITCHEN / CABINET INSTALLER

Best Kitchen's is looking for an extremely quality conscious installer. Fax resume: 905-472-6933 or call 472-6804 for appointment.

525 office help

OFFICE /ADMIN. ASSISTANT

Immediate F/T position avail. within this fast-growing insurance agency. Must be a team player, be able to work well under pressure & in a multi-task environment, have strong organizational, secretarial and computer skills. Fluency in both English and Chinese. Working knowledge of Chinese software application and fluency in Mandarin a plus.
Please drop off your resume at:
120-100 York Blvd.,
Richmond Hill
No Fax or Mail Please

525 office help

A plastic, blown-film converter co. is looking for a front desk

Receptionist/ Accounts Receivable

Motivated and hard working with a pleasant character. Customer communication and organization skills. Very good command of English language a must. Apply in person to: 25 Passmore Avenue, Scarborough.

525 office help

RECEPTIONIST / CLERK

For a local company. Accounting experience an asset.
Please forward resumes to:
Box 3708, Stouffville Tribune
6244 Main St., Stouffville
L4A 1E2

RECEPTIONIST/ ACCOUNTING CLERK

Required by manufacturer in Stouffville area. ACCPAC Plus experience and data entry.
Please fax resume to:
W. Crawford
905-640-8862

Large property mgmt. company seeks qualified Leasing and/or Legal secretary with a min. of 1 yr. exper. Strong organizational skills and the ability to work independently a must. Kindly fax or mail resume to:
Centrecorp
2851 John St., Suite #1
Markham, Ontario L3R 5R7
Attn: Human Resources
Fax: 905-477-7390

OFFICE HELP REQUIRED

Busy Markham office requires an energetic and enthusiastic individual. F/T entry level position. Must have exceptional organizational skills. Ideal for a young adult.
Please fax resume to:
(905) 946-2242.

ACCOUNTING / GENERAL OFFICE

Self-motivated with good communication skills for general office. Requirements include general accounting and computer literacy. Fax resume: (905) 709-9048 or deliver/mail to:
120 West Beaver Creek Rd.
Unit 16, Richmond Hill, On. L4B 1L2

Full-time, Old-fashioned

BOOK-KEEPER NEEDED!

We're not computerized, although we intend to be soon with your help! Please fax resume to:
905-474-4471

ACCOUNTING/OFFICE PERSON

3-5 years experience on Business Vision Delta, MS Word & MS Excel. Full time, French a definite asset.
Please fax resumé to:
905-830-0448

RECEPTIONIST

Required by local Electrical Supplier. Full time. Experience a must. Must be fluent in English. Fax resume to 475-5425.

535 hospital, medical, dental

DENTAL ASSISTANT

Family practice in Markham is looking for an enthusiastic, motivated CDA or PDA to join our team. Call 905-294-5596 9-11am, Monday-Thursday.