

# Careers

**550** domestic help wanted

**HOMEMAKER.** Three days per week, 3:30-5:30 pm. Cook dinner. Clean. Occasional drive to downtown for appointments. Must own car. 905-471-2222.

**HOUSEKEEPER** Wanted ASAP. Wednesday 10:30am-5:30pm Friday 10:30am-5:30pm \$8.00 per hour call 471-5939

**555** domestic help available

**AFFORDABLE,** thorough & reliable cleaning available. References. Call Lisa 416-499-9164.

**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

**MAID** to order house cleaning service. Phone estimates available. Competitive rates. Call Fay 640-5381

**500** career training

**ELECTROLYSIS TRAINING**  
Learn a new profession and start your own business. Courses are semi-private, starting in February.  
**Call 905-471-2111.**  
HER ELECTROLYSIS & TRAINING CENTRE

**510** general help

**DH TOWING INC.**  
Tow truck drivers required with experience. Must have a valid drivers license and a current abstract. Markham resident preferred.  
Call 471-2885

The Earl of Whitchurch requires  
**Full Time Cleaner**  
\$8/hour  
Call 640-8300

**Animal Care Attendant**  
Needed for small animal veterinary hospital in Unionville. Please fax resume to 940-0929 or call 940-3627

**TEMPORARY WORK**  
Starting immediately! Distribute charity event brochures in Markham / Richmond Hill areas. Days. Car an asset. Energetic, outgoing, physical labour outdoors. \$8/hr.  
Call 416-922-6600 ext. 2311

**CHILD CARE CENTRE**  
*Family Day*  
**SUPERVISOR**  
Maternity Leave Contract  
February 16/98 - February 99  
Supervisory experience required.  
5 year child care experience necessary. Fax resume to Pat at: 905-305-8976 by Jan 29, 1998

Please Check  
Your Ad

**510** general help

**Help Bring A Special Event to Life!**  
The MS Society of Canada needs volunteers to fill positions on a special event committee in **MARKHAM**  
Put your skills to work, have fun, meet people and donate a few hours of your time a month!  
**FOR MORE INFORMATION CALL: (416) 922-6600 Ext 2311**

**510** general help

**Golf Clearance Warehouse Inc.** is looking for **SALES ASSOCIATES** for their new Markham location. Golf experience is essential. Golf sales experience is an asset. Full & part time positions available. Ideal for experienced senior or retired pro.  
Call Steve 905-470-7708

**AZ DRIVERS**  
Required full and part time for RIM Transportation. Ont./US runs. Long and short hauls. Competitive rates. DOT Medical, Police Search, Drug testing, recent abstract, and good driving record required.  
Call (416) 740-3111

**CAFETERIA HELP NEEDED**  
Polite, energetic individuals required immediately for various positions. Markham, Aurora and Thornhill area. Leave message 416-464-1184

**P/T EXPERIENCED SEAMSTRESS**  
For dry cleaners  
**640-6343**

**SHIPPER / STOCKPERSON**  
License a must. Markham. Salary and benefits. Call 905-477-6757, Mon-Fri 9am-5pm

**DAY / EVENING DISHWASHER**  
required for a restaurant in Unionville. Call only between 3pm - 5pm 905-305-6769

**PART TIME ASSISTANT**  
For Holistic Health Centre in Unionville. Must have excellent organizational skills.  
Call 905-513-6917

**525** office help

**RECEPTION / GENERAL OFFICE HELP**  
Duties:  
• Reception  
• Consumer Communications  
• Sales Secretarial  
• Order Entry  
• Some Accounts Receivable  
Word processing skills required.  
Please respond to: Box #4597, c/o Markham Economist & Sun, 9 Heritage Road, Markham, Ontario L3P 1M3

**ATTENTION RETIRED EXECUTIVES!**  
Searching for something challenging & rewarding to fill your time? Search no further.  
A Market Research co. based in Don Mills has immediate openings for Marketing Information Specialists on a long term project. Regular Part-Time 30 hrs/wk - \$18-20/hr. Strong systems or IT background or data transfer knowledge. Contact Pauline Saunders at: Fax (905) 474-1860 or Tel (905) 474-9555.  
**Adecco**  
THE EMPLOYMENT PEOPLE

**525** office help

Due to increased growth a fast paced Garment Manufacturer has openings for the following positions.

**CREDIT / COLLECTIONS CLERK**  
Minimum 2 years recent collection experience, excellent computer and communication skills. Knowledge of the industry an asset.

**CUSTOMER SERVICE REPS**  
**English speaking & Bilingual (French)**  
Minimum 1 year call center experience handling 100+ inbound / outbound calls. Order entry, customer inquiries and follow up. Flexible to work 7 hours shifts daily between 8am - 8pm. Permanent F/T & temporary positions available. Wages \$11 to start. Excellent benefits.  
**Please fax resume to: 416-292-9493.**

**FIND WORK WITH CANADA'S #1**  
And you can be working close to HOME!  
\$7.00/hr and up  
• Packaging • Mail Sorting  
• Warehouse • Forklift  
Order Picking  
Markham & Richmond Hill  
Some positions require own transportation  
**Call TODAY!**  
**(416) 491-9605**  
**Adecco**  
THE EMPLOYMENT PEOPLE

**Gentec**  
INTERNATIONAL (CPTX)  
**DATA ENTRY/FILE CLERK (For Maternity Leave)**  
Responsibilities will include researching information for credit notes, order entry, filing. Data entry experience required.  
Qualified applicants only; please fax or mail resume to: Gentec International, 80 Bentley Street, Markham, Ontario L3R 3L2 Attn: Mrs. Green, Fax No. (905) 513-7740  
We thank all applicants for their interest, however, only those candidates selected for an interview will be contacted.

**RECEPTIONIST/TYPIST**  
Permanent part-time  
10 - 2pm, Mon. to Fri.  
Must have pleasant telephone manner and good command of the English language. Word or WordPerfect an asset.  
Please send resume to:  
Box 4599  
c/o Economist & Sun  
9 Heritage Road  
Markham, Ont. L3P 1M3

**RECEPT. / SECRETARY**  
Required for Executive Centre. Job share P/T position. Min. of 21 hrs/week, hrs Mon-Fri 8:15-5:30. **FLEXIBILITY & AVAILABILITY** a must. Min 45 wpm. WordPerfect, Powerpoint an asset. Excel, command of English, oral/written. Perm contract \$14/hr. Markham. Fax 905-946-8971

**525** office help

**P/T Evenings/Weekends**  
Mature Secretary/Receptionist for professional office in Stouffville. 3-4 weeknights plus weekends. Computer literacy and accuracy a must! Pleasant phone manner with ability to multi-task in our busy environment essential. Fax resume with handwritten cover letter to: 905-640-3606.

Required full time for construction office. Variety of office tasks including reception, order entry, filing, job costing, computer literate. Casual atmosphere. Fluent in English.  
Please fax resume to 905-640-7352

**A/R A/P CLERK**  
Position includes general office duties. Salary and benefits. Markham. Call 905-477-6757. Mon-Fri 9am-5pm

**530** sales help & agents

**PART-TIME SALES**  
position at prestigious fashion boutique on Main St. Unionville. We are looking for a self-motivated energetic Fashion Consultant. Must have a minimum of 5 yrs ongoing fashion experience. Fax resume to: 905-477-9270

Markham based computer dealer requires Sales Reps to sell Computer, Lan, Supplies & Service products within the GTA. Salary, comm., bonus & benefits. Exp. a must. Fax resume: CWP Solutions 905-477-6859

**535** hospital, medical, dental

Busy agency needs reliable, mature HCA's willing to work in nursing homes and Home Support Workers, Level I, II, and III with 1 year community experience, min 24hrs/wk availability, willing to do short shifts. Own car required. Call: 905-882-4779, 9am-5pm Mon-Fri

**Italian and English Speaking Home Support Workers**  
Level I, II, or III  
Providing in-home care in Stouffville  
Call 905-882-4779  
9am - 5pm, Monday - Friday

**CERTIFIED or PREVENTATIVE DENTAL ASSISTANT** wanted part time for a busy, growing family practice in Uxbridge. Some experience preferred. Please call: 905-852-3131 ask for Shelly

**R.N.s YORK REGION**  
Needed immediately for P/T & P.T. I/C U cardiology & telemetry assignments in YORK REGION. Must have 1 yr recent experience. Please call S.R.T. Med Staff (416) 968-0833 (Mon-Fri 10 am - 5 pm only)

**540** hotel, restaurant

**WAIT STAFF**  
Required for Fine Dining Restaurant in Unionville. Experience preferred. Apply in person with resume to: 205 Main St. Unionville