

Careers

510 general help

JACK'S GRILL NOW HIRING!
F/T & P/T energetic, self motivated, independent individuals for several food locations throughout the GTA. Cash and food experience an asset but not essential. Call 416-663-5525 ext 223 or fax your resume to: 416-663-1664

510 general help

Basically Bagels
Coffee bar & grill
6236 Main Street
(Next to Town Library)
Stouffville, Ontario

510 general help

Experienced JANITORIAL PERSON needed. Light / Heavy Janitorial Cleaning, Mon-Thurs., 4 hr/night, 5 hrs. Fri. & Sun. \$8/hr. One person only (no families).
416-329-5434
leave 10 second message

525 office help

CUSTOMER SERVICE REPRESENTATIVE
Contract position
April 13th/98 to Dec 31st/98
Qualifications: 1 year Customer Service experience. Able to handle a fast pace environment. Computer skills, excellent telephone manner. Framing experience would be an asset. Please fax your resume to: Customer Service Supervisor 905-475-7642

510 general help

We are looking for energetic, dynamic, and reliable team players who would like to join our staff at the newly renovated Unionville Garden Centre. The ideal candidates will be willing to work days, evenings and weekends, as scheduled.

HARDGOODS SUPERVISOR
Responsible for ordering, displaying and selling Horticultural Hardgoods Products. Pesticide and Herbicide knowledge is required.

DRIVER
Must have a current driver's licence, an excellent driving record and be able to drive a standard transmission vehicle.

GENERAL LABOURER
Responsibilities will include some field work, product receiving, and other duties as required.

Successful candidates must have exceptional customer service skills. Apply in confidence to:

SHERIDAN NURSERIES LIMITED
4077 Hwy #7
Unionville, Ontario
L3R 1L5
Attn: Joe O'Hearn
Fax: 905-477-0389
No telephone calls, please.

ASSISTANT BAKER AND PART TIME HELP
NO EXPERIENCE REQUIRED
WILL PROVIDE FULL TRAINING
EARLY MORNINGS
FAX RESUME OR APPLY IN PERSON
416-614-3544

RECEPTIONIST
With pleasant telephone manner for busy office in Stouffville, experience a plus, must be well organized! 25 hrs./wk
Fax resume with pay expectations to:
905-640-5256

Part Time Technical Assistant
Require experience in Windows 95 Excel (Charting). Need own computer and software. Work from home.
Call 905-472-8540

Markham Golf and Country Club are currently seeking the following positions:

ASST. CHEF
Experience Preferred

SHORT ORDER COOK
Experience Preferred

CASHIER
Experience preferred
Apply in person
Markham Golf & Country Club
9064 Woodbine Ave., Markham
No phone calls please!

Video store seeking
F/T & P/T COUNTER HELP
Some computer experience, will train. Immediately. Call
905-508-7637 or 905-471-0221

535 hospital, medical, dental

R.N.'s, R.P.N.'s VISITING NURSING & SHIFT NURSING
York Region
For more than 17 years, S.R.T. Med-Staff, a Canadian owned & operated company has been providing client-focused holistic home health care to the community. Due to a significant increase in service volumes, we are expanding our nursing teams and will guarantee F/T hours (P/T positions are also available).
If you're a caring, compassionate R.N. or R.P.N. with 2 years of recent work experience, we invite you to join our progressive, dynamic, fast-growing team.
Fax your resume to Betty Deveaux at (416) 968-3652

525 office help

Our rapidly growing, well established company in the sports apparel industry requires ambitious, energetic, self-motivated people with good computer skills for the following new positions:

Executive Secretary to President
Preparation of confidential paperwork, filing, Arrange meetings, Greet guests, Bi-weekly payroll, Co-ordinate office administration.

Jr. Accounts Receivable Clerk
Co-ordinate new account set-up and paperflow, Maintain customer master file, A/R filing, Assist with bank deposits and payment applications.

Contract Collections Clerk
Three month position to aid in reduction of aged receivables and outstanding disputes.
Please send all resumes to Jo Anne White
8688 Woodbine Ave., Markham, ON L3R 8B9
FAX: (905) 475-2268

Glen Cedars Golf Club
requires
MAINTENANCE STAFF
Must be available until Nov/98
Fax resume 905-294-7252 or Mail to RR#5 Claremont, On, L1Y 1A2

515 skilled & technical help

PRODUCTION PLANNER
Entry level Production Planner required for aircraft parts manufacturer in Markham. Applicant must be proficient at reading blue prints, computer cad cam programs, and have some knowledge of metals. Wages commensurate with experience. Fax resume to: 905-471-0141.

LANDSCAPE CONSTRUCTION WORKER
Needed immediately.
Experience preferred.
Fax resume to:
905-642-6349.

SHEAR/MACHINIST
Aircraft metal parts manufacturer in Markham requires Shear Operator/Machinist. Must have experience on shears, conventional mills, lathes and various metal saws. Call for interview 905-471-6050 9:00 am to 4:30 pm.

535 hospital, medical, dental

RNS
(registered in the province of Ontario) required to complete pre-insurance medical requirements on a mobile basis. Venipuncture and ECG experience an asset. We are looking for Health Professionals who enjoy meeting new people, can work on their own and are able to meet deadlines. If interested, please fax your resume to: Vice-President, Health Professional Services (416) 493-7881

Shipper / Receiver
Manufacturer requires person with good English spoken / written for shipping & receiving and other various duties immediately. Fax resumes 905-513-0191.

525 office help

WORD PROCESSOR
We are growing again, and are in need of someone who possesses exceptional word processing skills in WORD and EXCEL.
This position will initially be on a full-time contract basis for approx. four months, and may turn into permanent full-time or part-time employment.
Please forward your resume by April 6 to:
COSBURN PATTERSON MATHER
7270 Woodbine Ave., Ste. 300
Markham, Ontario L3R 4B9
Fax: (905) 474-9889
We appreciate all applications, however, we are only able to respond to those selected for an interview.

LAWNCARE CO.
in Stouffville requires
• Seasonal Property Maintenance Workers for GTA area
• Experienced Receptionist
Please call (905) 642-8873

555 domestic help available

MOLLY MAID
"Making a difference"
905-472-2575
• Domestic light housekeeping on a regular basis • Bonded • Insured • Uniformed
CALL FOR A FREE ESTIMATE

525 office help

ACCOUNTANT/BOOKKEEPER
Computer environment.
Must be familiar with DOS, Windows, Simply Accounting and Word Perfect.
Invoicing, A/R, A/P, all taxes and workmans comp.
All banking and reconciliations.
Full-time position - private Golf Course Markham/Stouffville area.
Call: 905-640-4444 or fax: 905-640-4474
Please include references.
Contact: Mr. Hill

EMBROIDERY MACHINE OPERATOR
Fax resume (905) 513-0191

Large property management company seeks qualified Real Estate and/or Legal Secretary with a min. of 1 yr. experience. 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
Only candidates chosen for an interview will be contacted.

S.F. LTD./ QUOTATION DEPT.
work from home part-time, 15 hours per week \$8/hr. Must have fax machine or PC fax. Resume to Mrs. Doran 905-294-1924

EXPERIENCED COOK & WAITRESS
Required Full time
Apply in person with resume
Chasers
6601 Main St., Stouffville

555 domestic help available

HARVSCOTT Domestic Services. Experienced cleaning ladies, nannies, housekeepers, and party helpers available. Legal References 905-771-6543

Please Check Your Ad