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The Family Life Centre (Aurora-Newmarket District) requires an EXECUTIVE DIRECTOR

Mission Statement: "The Family Life Centre recognizes that healthy family and individual relationships are vital to maintaining a strong community and is committed to providing counselling and education in response to these needs."

Responsibilities:

- To develop and administer all program activities.
- To oversee and ensure effective professional clinical supervision.
- To negotiate, seek and secure funding for the agency. 25% of your time will be devoted to direct service to clients.

Qualifications:

- M.S.W.
- 5 years administrative and supervisory experience in a community counselling environment.
- Demonstrated leadership ability.
- Proven interpersonal and communication skills.

This is currently a 4 day-per-week position.

Please submit your resume by: June 4th, 1998 to:

Board of Directors
1091 Gorham St., Unit 202
Newmarket, Ont. L3Y 7V1

We would like to thank all candidates in advance for their interest. Only those candidates selected for interview will be contacted.

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Looking for a Summer Job? Do you need Help?

If you are between the ages of 15-24 Seneca College Summer Job Service can help you by:

- ✓ Improving or developing your resume
- ✓ Providing one-to-one employment counselling
- ✓ Providing job matching or work placements

Our Resource Centre also provides:

- ✓ Free Access to the Internet
- ✓ Faxing and Photocopying services
- ✓ Workshops to improve job search skills

Orientations held in Markham:

Tuesday Evenings
Call Ken anytime to reserve a spot.

(905)884-3434 x321 or x315

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NORMERICA POST & BEAM

SALES PROFESSIONAL

An outstanding opportunity exists at our Markham location. Join a highly successful Building Systems company in sales and sales management. Min. 5 yrs. exp. in home or building material sales. Home design exp. an asset. Salary & comm. Fax resume to: 705-436-7006

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general help



PRIMERICA Financial Services

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We are the nation's largest financial services marketing organization and are looking for key people to expand our business in this area.

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Now Hiring! Will train!

OPEN HOUSE WED. 7 P.M.
Please call to confirm

Moe Mohammed at (905) 294-7315
National Sales Director
144 Main St. N., Ste 205, Markham

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general help

COLLECTORS/ TRACERS/ ADMINISTRATION

Agency located in Scarborough, offers good salary and bonus incentives. Successful candidates will be self motivated with excellent communication skills. Experience an asset but will train suitable applicants.

Contact Ms. Silver at
416-297-7077 ext. 221
between 10 am and 3 pm.

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general help

WE NEED YOU NOW!

Full time • Steady • Excellent benefits • No shifts
Join over 100 employees who work together to hatch, grow, process and ship duck products world-wide.

HIRING DAY

Wed. May 20th, 1998

1:00 - 5:00 p.m.

KING COLE DUCKS LTD.

15351 Warden Ave.
(just north of Aurora Rd.)

525

office help

LEGAL ASSISTANT

WILSON, VUKELICH, requires a permanent part time, Legal Assistant for two days per week. Must have a minimum of 3 years legal experience in corporate law, including the preparation of resolutions and minutes and the maintenance of corporate records. Experience in estates and wills would also be helpful. Candidate must have excellent computer and organizational skills and have the ability to work independently. Interested candidates should submit their resumes, in confidence, to:



Jennifer Norman,
Office Manager,
Wilson, Vukelich,
60 Columbia Way, Suite 710,
Markham ON L3R 0G9
or fax (905)940-8785.

We appreciate the interest of all applicants, however only those under consideration will be contacted.

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general help

AZ DRIVERS

Earn up to 34 c/mile
North East US Runs
RIM TRANSPORTATION
416-740-3111

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office help

MAGAZINE PUBLISHER IN MARKHAM

Has an opening for a coordinator to work in our production department. The successful applicant must have office experience, some computer knowledge and be able to type 50 wpm. The position requires someone who will liaise with our printers, be well organized, show attention to detail and can meet deadlines. You must have a good telephone manner and wish to work in a team oriented environment. Please send your resume to:

Bonnie Wood, Action Communications,
135 Spy Court, Markham, Ontario, L3R 5H6
or fax 905-477-4320.

No telephone calls will be accepted

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general help

DRIVER WANTED

1/2 TON - 1 TON VEHICLES
Mon.-Fri. 8:30am-5pm
METRO TORONTO AREA

- Benefits Available • Driving Abstract
- Resume Required

Fax resume to: 905-470-7221

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Stouffville
Part-time Hairstylist
Immediate start if possible.
Benefit plan, birthday pay & profit sharing. If interested please call
905-640-9555

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office help

Chartered Accountant

We are currently seeking an energetic, computer literate individual to join our successful team. The ideal candidate should be a C.A. with one to two years post-CA qualification experience and enjoys working in a small firm environment with opportunity for advancement. Please forward your resume in confidence to:

Partner, Human Resources
Fax: 416-609-9872
Email: diioat@interlog.com

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general help

New Office Opening in Markham

Looking for key people to expand our financial services business in this area. Experience not necessary. Call Rob for an interview (416) 712-1839 ext. 41