

Careers

525

office help

Interested in joining one of Canada's 50 Best Managed Private Companies? Markham based Software Vendor has an opening for

INTERMEDIATE BOOKKEEPER

Reporting to the controller, your responsibilities will include the expedition and support of a general computer accounting process, including applications, data entry, preparation of cheques, collection of receivables, filing, as well as some light administrative duties. Extensive use of a general accounting package and Microsoft Office is required. Minimum experience 5 years or more.

While we will respond only to those candidates who meet our immediate criteria, we will review all resumes submitted and keep them on file for future reference. We thank you for your interest. Please fax your resume to: (905) 479-5474 attention: Personnel Manager.

Our mission is to develop and maintain enthusiastic customers

525

office help

CMS Manufacturing Systems is a well respected ERP software/solutions provider for the North American manufacturing industry. As a result of our steady growth and excellent market acceptance, we are looking for team-oriented professionals to join us in the role of

APPLICATION SPECIALIST

This position will appeal to individuals with a University Degree or equivalent and a minimum of three years business experience gained in a manufacturing environment.

Your solid understanding of manufacturing principles and ability to develop strong customer relationships will serve you well as you manage the implementation of our CMS/400 software product at customer sites across North America. You will work closely with the client providing expertise and guidance during the implementation process along with instruction in the functionality and use of our software. You will act as the primary interface between the customer and CMS, ensuring satisfaction with our products and service.

Your maturity and motivational skills will contribute to your success in this role as will your willingness to travel to customer locations throughout North America.

To be part of a progressive, dynamic organization offering excellent growth potential and an attractive compensation plan, please fax your resume immediately to:

Human Resources
CMS Manufacturing Systems Inc.
11 Allstate Parkway, Suite 110
Markham, Ontario
L3R 9T8
(905) 477-4099



We have an immediate opening for a full time Receptionist / Order Entry Person

Require a proactive person with an enthusiastic and helpful attitude to join our highly motivated sales team. Must possess excellent telephone and organizational skills. ACCPAC, WORD, and EXCEL experience would be an asset. Please fax or mail your resume to:

Canadian Communication Products
3400 - 14th Avenue, Unit #1
Markham, Ontario
L3R 0H7
Attention: Regional Manager
Fax #: 905-470-2177

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office help

Administrative Assistant

Young Markham based company requires energetic person to handle sales logistics, answering phones and basic accounting functions. Knowledge of computer is essential and willing to work in a demanding environment. Send resumes to:

Human Resources
Fax: 416-609-9872
Email: dloiat@interlog.com

510

general help

DELIVERY DRIVER WANTED

Must have own car.
Thurs, Fri, Sat. nights
\$7.00/hr plus tips
Call Larry
905-649-2083

510

general help

COOK BARTENDER/WAIT STAFF

Part time. Minimum 2 years experience references required. Apply in person with resume, 2-5pm Mon.-Fri. 6298 Main St., Stouffville

510

general help

\$10/ HOUR

Help wanted cutting grass.
Call Greg at:
416-937-5373

510

general help

\$575/WEEKLY

Making jewelry (necklace, bracelets or earring) year round, at home. Send a self addressed stamped envelope to: Bucci Fashion Jewelry, 5359 Timberlea Blvd. Unit 48, Ref 172, Mississauga, Ont. L4W 4N5

510

general help

INSIDE SALES / CUSTOMER SERVICE

Strong computer, excellent communication skills, no telemarketing. Sales experience not necessary. Hwy #7/404 area. Fax resume 905-513-7830. Attn: Inside Sales Manager

510

general help

NIGHT DRIVER

Roll off and AZ experience required. Please fax resume to: 905-640-9232 or call 905-640-2052

510

general help



COOK / DIETARY AIDE

Temp/part-time position. June 15th - Sept. 15th. Available for weekends and call in. Apply in person Mon.-Fri. Versa Care Centre 6824 Hwy #7 (Hwy #7/9th Line)

510

general help

PARTS COUNTER PERSON

required: Busy forklift dealership. Concord area. Fax resume 905-738-0894

515

skilled & technical help

FIELD SERVICE TECHNICIAN

Required to install and repair mobile wireless computer systems in the transportation industry. Full-time evening shifts. Must be experienced in an IBM environment and have a strong electrical/mechanical aptitude. Must be motivated and work with little supervision. Training and vehicle provided. Please fax or mail resume to: (905) 305-9822 Attn: Walter 2800 John St. Unit 13 Markham, On L3R 0E2

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skilled & technical help

MECHANIC / HANDYMAN REQUIRED BY R.V. TRAILER DEALERSHIP.

Experience with propane and plumbing preferred. Markham area. Call Sandy or Gary 905-479-1000

520

computer data processing

JR. WEB DEVELOPER

Familiar with HTML and Windows. Ideal job for a person looking for experience with an expanding Internet Company. Salary \$18,000.00/year. Email resume to: jobs@re.net

525

office help

P/T RECEPTIONIST

For Naturopathic / Homeopathic office requires energetic, friendly person with good communications skills and command of English language. Typing / Word Processing skills an asset. Some knowledge of natural health care required. 2 days/week. Call 472-9195. Wed. May 20 9:30 - 12 noon or 2-3 pm

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office help

ACCOUNTING CLERK / RECEPTIONIST

For busy Markham office. Knowledge of Accpac, Lotus, Word/Wordperfect. Full time only. Fax resume to: 905-477-0025

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sales help & agents

SALES PERSON

Part time or Full time for our home improvements and supply company. Training provided. Base salary + commission (to be negotiated). fax: 905-201-0582 or Call 905-201-0580

530

sales help & agents

North Markham Honda Requires Additional SALES STAFF

You must:
- be very reliable
- be a self starter
- want to succeed

We offer:
- training & support
- car allowance
- excellent compensation plan
- benefits

Also required is a LOT PERSON
Please fax resume to
Edward Arnold
905-477-3063

530

sales help & agents

NORTH MARKHAM HONDA

Requires an **Accounting Clerk**. Minimum 2-3 years experience. Duties include A/R, A/P, data entry, general office duties. Dealership experience preferred. R.R. System experience an asset. Fax resume to

Controller
905-477-3063
No phone calls please.

535

hospital, medical, dental

Full Time (HARP Certified) Dental Assistant or PDA Plus Part Time Front Desk Person

We are expanding our staff to meet the needs of our growing practice. If you are an enthusiastic outgoing caring person who would enjoy working in an environment committed to providing patients with superior service and gentle quality care.

Please bring in or fax resume to: 905-475-4809
Dr. Dennis Azuma
4581 Hwy 7 East
At Kennedy Rd. Unionville
905-475-5673

535

hospital, medical, dental

GOT 6 HANDS AND A BRIGHT PERSONALITY???

Permanent part-time reception/Dicta WP 5:1
2 evenings per week. Friday & Saturday mornings for very busy medical office.
Must be available to relieve full-time staff as required.
Fax resume to:
905-472-9003
between 6pm - 6am

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hospital, medical, dental

R.N.'s VISITING NURSING

York Region

S.R.T. Med Staff is continuing to experience rapid growth in our Visiting Nursing program. We require 10 FT-R.N.'s to join our progressive, dynamic nursing team. If you are a caring, compassionate R.N. with 2 yrs. recent work experience, please fax your resume to Betty Deveaux, (416) 968-3652.



555

domestic help available

DIAMOND HOME CLEANING

\$60.00 up to 3000 sq. ft.
• thorough • consistent • reliable
• cleaning supplies & equipment provided
• insurance claims (direct billing)
• fully insured & uniformed
FREE ESTIMATES • 24 HRS
(416) 818-6237 fax: (416) 410-5601

555

domestic help available

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, windows, ledges and baseboards. Call Kathy or Rita, (905) 479-4945.

Please Check Your Ad