

515 skilled & technical help



TOOL & DIE REPAIR PERSONS

Required to work for a large packaging company. Fully qualified Tool & Die Makers with minimum 5 years experience in all aspects of the trade including form grinding. Good trouble shooting skills and initiative are important. Must be self-starter and able to work with little supervision in a team environment. Must be willing to work overtime as required. We offer excellent wage and benefits package.

Mail or fax your resume in care of:

Gary Nichols, Manager Human Resources, Crown Cork & Seal Canada Inc. 7900 Keele St., Concord, Ontario L4K 2A3 Fax: 905-669-9611 No phone calls please.

515 skilled & technical help

Impact Auto Auctions Ltd. FLATBED DRIVER NEEDED

Must have DZ license, towing experience. Clean abstract. Apply in person or call Mike 905-642-2882 16505 Highway #48 (5 kms. north of Ballantrae).

F/T. CABINET MAKERS & MACHINISTS

Must be skilled and have experience. Stouffville area. Competitive rates. Call Jeff at 905-640-7071

STICKER/MOULDER OPERATOR

Required for wood industry, Markham area. Call 905-640-4788

CAD DESIGNER

Required for extrusion die manufacturing shop located in Newmarket. Fax resume to: 905-898-0199

525 office help



MAPLE LEAF FOODS FRANCHISE OPERATIONS FINANCE DEPARTMENT ACCOUNTS RECEIVABLE POSITION

Immediate opening for an accounts receivable clerk with a minimum of three years experience in a similar capacity. The ideal candidate is aggressive, with good interpersonal and computer skills.

Qualified applicants please send your resume to:

Diane McKay 2 East Beaver Creek Road, Building #1 Richmond Hill, Ontario L4B 2N3 or fax to (905) 764-7634

Looking for 3 FRIENDLY OUTGOING PEOPLE with good telephone manner and some computer experience. Please send resume to: Box 2592, c/o The Era-Banner, 580 Steven Court, Newmarket, ON L3Y 4X1

RECEPTIONIST/TYPIST

For busy Markham-area brokerage office. Applicants must possess excellent command of the English language, reception experience, word processing proficiency (MAC preferred), a professional attitude. Must be detailed oriented. Please fax resume including salary expectations to the attn. of Kitt Jacques at 905-882-2250.

BOOKKEEPER/ACCOUNTANT

Full time position required for land developer in Stouffville. Functions include bank reconciliations, accounts payable and general office duties. Experience in real estate industry an asset. Fax resume to: 905-640-7369

525 office help

Receptionist/Secretary

Join our dynamic team. An opportunity exists with a growing commercial service company located in Markham. The right person will have strong organizational and people skills. Duties include reception, filing, telemarketing, and word processing MS Office. \$9.00 per hour to start and full benefits available. For consideration, please fax resume to the attention of Managing Director, 905-477-9268.

Busy real estate and property management office require a **F/T RECEPTIONIST**

Must have real estate reception experience be computer literate and familiar with TREBVISION. Resume, with salary expectations, faxed ONLY to: (905) 940-6009

Expanding Markham Insurance Brokerage Requires **RIBO LICENCED CSR/ PRODUCER**

Full and Part-time positions available. Please fax resume to: 905-472-0183.

LEGAL SECRETARY

Experience in real estate, comm/corp. estates, knowledge of usual computer programs essential. Fax resume to (905) 513-7147 (Markham); 6 months.

530 sales help & agents

TECHNICAL SALES REP.

A leading machinery supplier to the Plastics Industry requires a salesperson. The position involves the sale of capital equipment and accessories to a protected territory. Salary commission, expenses, plus benefits. Please fax your resume to: 905-895-4930


REWARDING CAREER

Leading computer trainer in Markham looking for an aggressive and self motivated sales person. Fax resume to: 905-642-9078

535 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 F.T.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



ULTRASOUND TECHS REQUIRED

Required full-time in Toronto area, and part-time in Kitchener/Cambridge area. Please fax resume to: 519-837-8038

535 hospital, medical, dental

SPECIAL CARE PEOPLE

Special Care People, a division of CAREgivers Health Services Inc. is a unique and specialized pediatric service. We are currently seeking **CERTIFIED HCAs** for the Markham area who have experience with newborn care and multiple births. Please fax resume to the H.R. Department, Special Care People, CAREgivers Health Services Inc. Fax: 905-842-7806. We are an equal opportunity employer. Only successful candidates will be contacted. No phone calls please.

RN RECEPTIONIST

required for busy Markham Pediatric office. Experience an asset. Please fax resume to: **905-472-5148**

FNRPN'S WITH MEDS

Required immediately for all shifts. Applicants with Long Term Care experience preferred. Interested? Send your resume to Director of Care, Extendicare/North York, 1925 Steeles Ave. E. Willowdale, Ontario M2H 2H3 Fax: (416) 493-4886.

540 hotel, restaurant

TIMBER CREEK LODGE

F/T COOKS NEEDED

Experienced preferred. Good wages & benefits. Come to restaurant on Monday, August 31st between 4-5 p.m. 5328 Hwy #7 or fax: 905-471-1906

Maples of Ballantrae is under new management. We need an experienced **HOUSEKEEPER**. Fax resume Attn: Theresa 642-0469

BANQUET STAFF & BARTENDERS

required for Golf & Country Club. Call the Food & Beverage department at: **905-640-2426**

Restaurant/Pub at Steeles and Hwy 404 is looking for an energetic **WAITRESS/WAITER AND BUSSER**. Please fax resume at: 905-515-6613

545 teaching opportunities

AMT MONTESSORI CASA TEACHERS & EXPERIENCED ASSISTANTS

Required for September 1998. Full time Assistants: \$8,000/hour Teachers: \$22,000/\$25,000/year. French speaking an asset. Call 905-294-3373

555 domestic help available

GOOD NEWS SASHA'S MAID SERVICE IS EXPANDING!

So call now & see why our experience means customer delight. (905) 294-7109



525 office help

RECEPTIONIST

The SMT Centre Inc. is a leading Canadian Sub-Contract Manufacturer of electronic assemblies. We require the expertise of an experienced and accomplished RECEPTIONIST. The ideal candidate will have the following qualifications:

- Capable of handling the Meridian Console switchboard
- Strong English communication skills
- Team player with great attitude and ability to handle a variety of duties
- Computer literacy in Microsoft Word, Excel and Lotus Notes environment

Interested applicants please fax or mail resumes to:

Human Resources
The SMT Centre Inc.
635 Hood Road, Markham L3R 4N6
Fax: 905/479-1877 (no phone calls please)

We thank all applicants for their interest, however, only candidates selected for interview will be contacted.

ADMINISTRATION MANAGER

We are a small, focused & highly successful Promotional Products & Sales Promotion company offering a fantastic workplace, excellent benefits and opportunity for the right person to grow with our company. You have solid computer/administrative skills and are seeking new challenges or wish to re-enter the corporate world on a limited scale (i.e. 8:30am to 3:30pm, 4-5 days per week). This opportunity would be ideal for those currently earning between \$28,000 & \$32,000 per annum.

Triton Sales & Marketing Inc. 10 West Pearce St., Suite #9 Richmond Hill, Ont. L4B 1B6 Attn: Liz Walters, Office Manager

Part Time Office Co-Ordinator for busy Markham Nursing Agency

Requirements: Organized, Detail-orientated, Excellent verbal and written communication skills, Good telephone manner, Self Motivated, Knowledge of Health Care Industry, Experience in Scheduling. Approx. 20 hrs/wk Mon to Thurs. Please fax resume to HOME RELIEF Health Services (905) 472-0862. Only those who qualify will be contacted.

CAREERS

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. **RULA'S CLEANING (KATHY): (905) 479-4945**

555 domestic help available

SO far, you tried the rest. Now it's time to try the BEST! Rula's White Glove, 43 Hughson Dr. Unionville. Free estimates, low prices, special rates for Mondays. Call 416-706-9284