

CAREERS

525

office help

The Emerson Power Transmission Division of Emerson Electric, a leader in the Mechanical Power Transmission field, is currently seeking an experienced and enthusiastic individual for:

INTERMEDIATE CUSTOMER SERVICE REPRESENTATIVE

You will be responsible for answering a high volume of inquiries, requests for information and concerns from customers both internal and external, expedite orders and generally promote favorable sales support.

Candidates should have a minimum 2 years experience in Customer Service/ Order Desk environment. Bilingual fluency in English and French would be an asset for this position. We offer a competitive salary and comprehensive benefits. Please forward your resume, along with salary expectations to:

Lois Marshman

Recruiting & Employee Relations Coordinator
Emerson Electric Canada Limited,
9999 Hwy 48, Markham, Ont. L3P 3J3
Fax: (905) 475-4630.



Browning *SEALMASTER* *Morse*

Leaders in Power Transmission and Motion Control

PIONEER®

The Art of Entertainment™

BILINGUAL CUSTOMER SERVICE

PIONEER ELECTRONICS, a major distributor of home audio, car audio and video products has an opportunity for an enthusiastic team player in the Customer Service Department.

THE successful candidate will be bilingual in French/English in both written and verbal communications. Previous experience on a AS/400 would be an asset but not mandatory.

Applicant must be responsible, self-motivated and possess excellent interpersonal skills and feel comfortable in a fast-paced multi-tasked environment.

We offer a competitive salary and a complete range of benefits.

Please fax your resume, stating salary expectations to:

Manager, Administration
PIONEER ELECTRONICS OF CANADA INC.
300 Allstate Parkway
Markham, Ontario L3R 0P2
Fax: (905) 946-7427

Get started on your Administrative Career!

Located in Markham, Global Travel Computer Services is Canada's largest independent supplier of on-line computer services to the retail travel industry.

We are looking for an Administrative Assistant. This position is ideal for the recent graduate looking to begin a career in an office environment. A cheerful, helpful individual with a sunny disposition will assure a good fit with the Global Team.

Duties of this entry level position will include reception/switchboard relief, filing, and general clerical duties. Typing and knowledge of word processing software is required.

Please fax your resume to (905) 479-5420.

GLOBAL TRAVEL COMPUTER SERVICES

no telephone calls please

Rand McNally / ALMAPS CANADA CARTOGRAPHERS & RESEARCH ASSISTANT

An immediate opening for a Cartographer with supervisory experience is available. A Recent Graduate of Cartography from a community college course or has two years experience is also required.

The Research Assistant candidate must have good organizational and computer skills.

Fax your resume to: Gary Baker @ 905-477-7408.

525

office help

P/T REAL ESTATE RECEPTIONIST

Good telephone manner, experienced in typing & computer. Monday to Wednesday 9am-9pm. Please fax resume to: Aileen Mak at 905-940-9215

RECEPTIONIST/TYPIST

Part time evenings & weekends. Some real estate & computer experience preferred.

Fax resume to: 905-889-3322

Part time Receptionist

For Busy Real Estate Office. Must have strong communication skills and be available to work evenings and weekends. Call 905-472-7151 to discuss.

530

sales help & agents

val-pak

Advertising Sales Opportunities

Val-Pak North America's largest Co-Op Direct Marketing Company is seeking ideal candidates to work based in Markham/Unionville.

We offer an in-depth training programme along with a competitive starting salary, commission and benefits. Vehicle is essential.

Interested applicants should apply in writing to:

Val-Pak Advertising Ltd.
6559 Mississauga Rd.
Mississauga, ON L5N 1A6
or FAX to: (905) 858-1869



Full and Part time positions are currently available for experienced Sales Associates in our Mens, Womens, Childrens and Home Decor depts. You supply great people skills and a winning attitude. We reward with a terrific pay package, benefits and advancement opportunities. Please fax resume to: 905-415-1492 attention: Karen Mansell

MATURE, PART-TIME SALES HELP

required
Please call:
(905) 472-0770

535

hospital, medical, dental

SERVICES DE SANTE para-med HEALTH SERVICES

STAFFING OPEN HOUSE

4:00 - 7:00 pm
Wednesday, September 16th.
320 Harry Walker Parkway, Unit 11
Newmarket, Ontario

H.S. II/H.C.A./P.S.W. R.N./R.P.N.

Flexible community assignments in York Region. Institutional relief, current registration & Certificates required. Car an asset.

535

hospital, medical, dental

HOME SUPPORT WORKERS Level II, HEALTH CARE AIDES, PERSONAL SUPPORT WORKERS

Due to recent increases in work volumes, we have immediate openings throughout York Region in Community Settings and for Institutional Relief.

Full & Part time hours available in all areas

A flexible working schedule, including weekends is necessary.

Must have a car

Subsidized educational opportunities available

SIGNING BONUSES

To arrange for an interview, please call 905-737-0700 or 1-800-567-8195 or mail your resume to:



Regional Nursing Services
21 Bedford Park Ave.
Richmond Hill, Ont.
L4C 2N9

Only those candidates selected for interview will be contacted

EXPERIENCED F/T

MEDICAL RECEPTIONIST.

Minimum 2 - 3 yrs. experience is a must and OHIP billing for a solo practice in Markham. Fax resume (905) 472-9598.

H.C.A.s, P.S.W.s & R.N.s

needed urgently for relief work, days & nights
Markham area
Please call: (416) 410-6241

Busy, multidisciplinary chiropractic/sports/rehab clinic requires a KINESIOLOGIST AND A RECEPTIONIST/ASSISTANT

Please fax resumes to 905-294-0480 phone 905-294-0454

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

DOCTOR'S OFFICE

We are looking for a mature, responsible receptionist to work 2 evenings per week year round. Please drop resume off at Markham Walk-in Medical Clinic, 4981 Hwy #7.

540

hotel, restaurant

Friendly and courteous wait staff required for full-time or part-time Woodbine and Steeles area. Call after 2:00pm 905-415-0078

Maples of Ballantrae requires P/T WAITSTAFF F/T DISHWASHERS

Apply in person with short resumes to: 14248 Hwy #48, Stouffville, Ont.

540

hotel, restaurant

WAITER/WAITRESS & DISHWASHERS

Days, Main Street, Unionville. Call Cheryl at: 905-477-4866

NEEDED

Part-time Cook

for the Gardenview Restaurant. Experience with short order cooking an asset. 2-3 shifts per week (including weekends). Please forward your resume to:

Cathy Stewart,
Director, Food Services
c/o Parkview Village,
12184 Ninth Line,
Stouffville, Ont. L4A 3N6
or fax to 905-640-7944

545

teaching opportunities

CYW, Rec. Skills or ECE Grad.

Required for Before & After School program at St. Monica Child Care Centre. Please fax resumes to 905-887-5985 or call Mehr Biri at 905-887-9120 for more info.

A.M.I.

MONTESSORI TEACHERS

Required immediately for new school. Please call Call: 905-294-3373

AFTER-SCHOOL INSTRUCTORS

required for skating and martial arts programs. To start as soon as possible. Rate \$20-\$30 per hour. Please call 905-474-9888

EXPERIENCED ECE / ASSISTANT

Wanted for daycare immediately. Forward resume to: 905-509-9754

550

domestic help wanted

LIVE-IN & LIVE-OUT POSITIONS FOR:

Nannies for Children, Caregivers for the Elderly, Special Needs & Housekeepers available in Markham, Stouffville, Uxbridge & Richmond Hill. Drivers preferred. Call 1-800-219-8059 or 905-666-2228 Fax resume to 905-666-9689. Cardinal Nannies & Companions Inc.

555

domestic help available

Clean Freaks

Housekeeping Services Serving Markham, Unionville, Stouffville & Richmond Hill. For information on our services or a no obligation estimate. Cindy (905) 737-3411 or Chris (905) 852-6687. Reliable, Bonded, Insured, Great Rates. (905) 852-6687

Mirage Cleaning Service

Residential • Commercial • Office and Banks • Bonded, insured & references • Free estimates • 24 hr service • 416-412-0905

Putting the best that business technology has to offer at our clients' fingertips.

