

york region

your community career choice

CAREERS

Serving York Region through The Economist & Sun, The Tribune, The Era-Banner, & The Liberal.

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careers

The Regional Municipality of York's Social Services Department has an opening for a

MANAGER OF FINANCIAL AND ADMINISTRATION OPERATIONS (Temporary Full Time - approximately 1 year)

Reporting to the Director of Administrative Services, the successful candidate will be charged with responsibility for the planning, development, implementation and evaluation of administrative policies, systems, processes and procedures for the department. Your university preparation in business administration and/or professional accounting designation is complimented by five (5) years financial experience encompassing administration and financial analysis preferably in a government environment. An effective communicator and leader with excellent problem solving skills, you have three (3) years supervisory experience including management of administrative systems and supervision of staff. Direct experience in financial analysis, financial report writing, public accounting, budget preparation and control mechanisms is required. Related experience in a progressive computerized environment including proficiency in MS Office, Excel, Access and PowerPoint is an asset. Demonstrated ability to manage, organize, analyze and problem solve in an environment experiencing constant change is essential.

Quoting competition Number 98-558, submit resume by October 30, 1998. We thank all applicants for their interest, but wish to advise that only those selected for an interview will be contacted.

The Regional Municipality of York
Human Resources
17250 Yonge Street
Newmarket, ON L3Y 6Z1
FAX: 905-895-4232



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ASSISTANT MANAGER

Are you hardworking, dedicated, mature, outgoing and have at least 7 years retail experience? If so, please forward resume in person to Shoestrings, attention Tamara Wilson at Unit 900, 5221 Hwy # 7, Winners Plaza Mall or fax 905-477-0393

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Retail music store has an opening for an experienced **ASSISTANT MANAGER**

Fax resume to:
Chris at 416-490-0720

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general help

SECOND CUP

NOW HIRING!

Daytime shift. Mon.- Fri.
Hwy #7 & West Beaver Creek
Please fax resume to:
416-749-7792

CAR CLEANER

needed for leading rental car company. Opportunities in Markham and the GTA. \$7-8/hr. Must have clean drivers abstract. Fax resume and abstract to 905-477-2277.

SCHOOL BUS DRIVERS WANTED

B or E license preferred.
Immediate openings.
STUDENT EXPRESS
(905)883-6665 ext. 230

WINDOW CLEANER

FT position. Experience a definite asset. Own transportation, neat appearance, self-starter, bondable. Good starting wage. Call Mon-Fri 9-5pm only 905-471-4458

North American financial products marketing company seeking career-oriented individual with leadership ability and a desire to run own business.
Call Angela @ (905) 294-7315.

PIZZA MAKER

DRIVERS

needed

905-513-0140

TELEMARKETERS

Earn extra cash. Part time evening work, Markham location. Students or homemakers welcomed. Italian an asset.
Call Lee 416-757-5717

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Q-INTER

Q-INTER is dedicated to providing quality business software solutions by working with our clients in a unique collaborative manner that we call QUALITY INTERACTION.

We are looking for career minded individuals to join the Q-INTER team in the fast paced and exciting world of software solutions. We provide a positive team oriented environment with competitive salary and incentive remuneration.

SOFTWARE SUPPORT SPECIALISTS - We are looking for dedicated customer support specialists to assist us in providing a world-class software support. Candidates must have proven experience in providing software applications support for Windows based business applications. Experience working in a software re-sale or VAR environment is an advantage. Suitable experience may include accounting/distribution/manufacturing/or general software support.

PROJECT LEADERS-SYSTEM IMPLEMENTATION - Candidates must have previous experience in managing systems implementation projects. Responsibilities will include providing training and implementation of middle market accounting and business software. Consultants will take the lead role in managing software package implementations, define project scope, plans, schedules, and documentation, and translate client business needs into concrete project goals. Candidates should possess a University Degree, professional accounting designation (CGA, CMA, CA) or equivalent experience. Experience with mid-market business software such as Solomon IV, NAVISION, Great-Plains, Platinum, Macola, TRAVERSE or other similar application is an asset.

SOLOMON IV CONSULTANTS - We are looking for experienced career minded individuals to join our growing Solomon IV practice. We are looking to add consultants, developers, customer support, and sales professionals to our team. Proven experience working with SOLOMON III or SOLOMON IV or have certification(s) SCFS, SCSE, SCADD is desirable. Candidates with working experience with SOLOMON in a controller, bookkeeper or systems support role are also encouraged to apply.

VISUAL BASIC DEVELOPERS - Candidates must have proven Visual Basic development skills in a business software environment. Database driven and project oriented experience is a must. Developers should possess a minimum of 3-5 years working experience in programming and software development. A University degree or other post secondary education is a distinct advantage but not essential. Microsoft Certification, MCSD or MCSE preferred and will be encouraged of all candidates.

WEB WIZARDS - MICROSOFT BASED - Candidates must have proven web development experience using Microsoft Internet technologies, Visual InterDev, VB Script, Active Server Pages, Internet Information Server, SQL Server. Hand-on experience and knowledge of FrontPage is mandatory. Experience with database driven web-sites and e-commerce projects a definite asset. Microsoft Certification as a MCSD or MCSE is preferred and will be encouraged of all candidates.

Q-INTER Applications Inc. 675 Cochrane Drive, Suite 400
Markham, Ontario, L3R 0B8 Fax: (905) 415-0352
E-mail: info@qinter.com www.qinter.com Sorry, No Agents Please!



1:1 inc. a rapidly growing direct mail provider requires a

Laser Copy Setup Person

You are detail oriented, have significant experience in word processing, specifically Microsoft Word and in setting up complex documents. Some knowledge of computer programming would be a definite asset.

Fax or mail your resume to:
Administrative Assistant

1:1 inc.
130 Royal Crest Court
Markham, Ontario L3R 0A1
(905) 305-919



York Catholic District School Board invites applications for the position of

MICRO COMPUTER TECHNICIAN

\$35,000 - \$45,000

Reporting to the Network Controller, the Micro Computer Technician will provide technical support to administrative and school microcomputer users.

Qualifications: Diploma from a Community College in Computer Technology or equivalent training; experience with IBM, APPLE and other microcomputers and an understanding of microcomputer hardware and software. Own transportation is required.

Responsibilities Include: Manage, track repairs and provide expenditure report; repair Board equipment; provide front-end phone support to end users; install and set up hardware and software; prepare purchase requisitions and obtain quotes for various hardware and software.

Written applications including a resume of qualifications, experience and professional references will be accepted until the close of business on November 3, 1998. Forward to: Christina Wielonda, Coordinator of Human Resources, 320 Bloomington Road West, Aurora, Ontario L4G 3G8 Fax: (905) 713-1809

Tina Rotondi Molinari
Chair of the Board

Susan La Rosa
Director of Education & Secretary

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CAREER OPPORTUNITY

Inside Sales Representative

Johnson Inc. is one of Canada's leading Group Insurance Brokers, Employee Benefit Consultants and Administrator Organizations, with 40 offices in Canada. Our Richmond Hill office requires an experienced sales professional.

Bring your proven sales ability and desire to succeed to our team. With a Personal Lines, Life or Retail Sales background, your experience will be utilized to prepare custom tailored insurance proposals for our clients. Our ongoing training program will be the final piece in your success.

Your unique communication style coupled with the strong ability to persuade will enable you to meet your overall sales objectives.

This salaried position is supplemented by a generous Incentive Program.

Candidates are invited to forward their resume or call (905) 764-4159.



Supervisor, Staffing, 1595, 16th Ave., Suite 400, Richmond Hill, ON L4B 3S5 Fax: (905) 764-4010.

Only qualified candidates will be contacted.

Classified

Monday to Friday • 8:00 am to 6:00 pm

(905) 294-4331 or 1-800-743-3353