

york region

CAREERS

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

905-294-4331
1-800-743-3353

525 office help

RECEPTIONIST/CLERK

- Busy Office
- Good Benefits
- Full Time

Must be reliable, good command of the English language. Have own transportation. Ideal for mature person.

Fax resume to: 416-297-5964

525 office help

CUSTOMER SERVICE REP.

Part-time position available. Must have excellent communication skills. Suitable for person re-entering the work force.

Fax resume to Tracey at: 905-477-8053.

535 hospital, medical, dental

YORK SOUTH ASSOCIATION FOR COMMUNITY LIVING

FULL & PART TIME COMMUNITY SUPPORT WORKERS

We seek only the right people, who have ambition and dedication, to train as team members.

Successful applicants will provide support and services for people with developmental disabilities living in the Richmond Hill/Thornhill and Markham areas.

Full & Part Time Positions Available:

- Full time (Awake) Nights - Start salary \$22,811 plus benefits
- Full time (40 hr) Weekends - Start salary \$25,473 plus benefits
- Part time for all shifts - \$10.70 per hour plus vacation pay.

Education in related social sciences, or experience is required.

Please fax your resume to:
Y.S.A.C.L. - Richmond Hill - 905-737-3284
or
Y.S.A.C.L. - Markham - 905-472-5409
Attention: Competition #: 1999-2000 0001

Thank you to all who reply, however, only those chosen for interviews will be contacted. No telephone inquiries please.

The York South Association for Community Living is an equal opportunity employer.

540 hotel, restaurant

IMMEDIATE POSITION AVAILABLE

Exciting new cafe in Markham area. Great kitchen facilities seeks Crepes Maker.

Call 905-479-2017

Please Check Your Ad

525 office help

Secretary/ Receptionist

For busy Markham Real Estate Office. Good command of English and experience in Word Perfect and Excel. Real estate experience a must. Fax resume to: 905-477-0505

525 office help

RECEPTIONIST/ PERSON FRIDAY

required for Markham company. Some typing duties. Applicants with computer exp. (MS) preferred. Hours 10-2 Mon-Fri. Potential for f/t. Fax resume to: Bob Kerr @ 905-944-0504.

NOTICE TO READERS

Before responding to any advertisement requesting that money be sent, you may wish to investigate the company and the offer. The publisher can not assume responsibility for the validity of the offering advertised within the classified pages.

WELCOME WAGON Since 1930

The Sign of a Good Business Neighbour is Reaching

New Residents
New Mothers
Brides-to-be
New Executives
New Business

with civic & business information, gifts & invitations

PHONE: 905-471-3886

To have your business represented or receive a Welcome Wagon visit.

325 auctions, sales

WEDNESDAY, JANUARY 20th, 4:45 P.M.

Auction Sale of Furniture, Antiques and Collectables for Mr. Bruce Wallace of Toronto, selling at **NEIL BACON AUCTIONS LTD., 391 REGIONAL ROAD 21, PORT PERRY, 1KM WEST OF UTICA.**

To Include: 1m. 5pc walnut bedroom suite, pine flatback cupboard, pine sideboard, Vilas 7pc dining suite, washstand, round oak table, 4 pressback chairs, 2 drawer lamp table, parlor table, Gibbard bedroom suite, blanket box, wicker box, mahogany chair, 2 immac. Victorian side chairs, 2 single beds, Royal Doulton figurines, oil lamps, picture Canada 2 vol, wooden floor lamp, ant. toys (57 eagle tin racer, B36 bomber tin plane, Britain, Yesteryear matchbox), cast iron banks, movie posters, set silverware, salt and peppers, cups and saucers, ant. books, depression glass, antique toys, vacuum (like new), apart size freezer (EX), plus many other quality items.

SALE MANAGED AND SOLD BY NEIL BACON AUCTIONS LTD. 905-985-1068

325 auctions, sales

AUCTION SALE Sunday, Jan. 24, at 12 Noon

A very clean sale of Antiques, furniture, collectibles, glass, china and other fine inclusions, held at the Ballantrae Community Centre, 1 km. east of Hwy 48 on Aurora Rd. Beautiful late 1800s pine harvest table with 2 board top and unique heavy legs (30x60); oak and walnut chests of drawers; 1800s pine commode (ex); reclining Eastlake chair dated 1889; 1920s oak library table; pine chimney cupboard; set of 8 Quebec slatback chairs 2 are armchairs, one w/original leather woven seat (c1820-40s); quarter cut oak Mission style table chairs w/drawer; set of 1920s ladder back ash side chairs; walnut vanity dresser; parlor tables; treadle s/m base; maple sideboard; many more good furniture items. Good set of glass and china: 6 cherry wall panels 8 ft. x 24 in. Very good collectibles include a 1950s bar tender, old tinware items; brass Dutch Scene letter holder; 1950s cocktail shaker; reverse painting and reverse stencil artwork on glass; exceptional wicker basket; Dayco gas pump dispenser; coffee grinder etc. Tools include a signed Sargent wood plane #3418; unusual Star tobacco cutter etc. Several old table top radios. Another selection of fine art from the gallery, some very different pieces this time. Plus some brand new store stock items. Preview 10:30 a.m. An interesting 4 hour sale.

CLARKSON AUCTIONS 905-640-6411
A special Thank You!!!
To the 162 people who attended the first New Years Eve Auction, Buffet and Dance. Your compliments were overwhelming.

REGISTRATION REGISTRATION

WISHING WELL MONTESSORI SCHOOLS
(905) 470-9751
455 COCHRANE DR., UNIT #30, MARKHAM (HWY. 7 & WOODBINE)

OPEN HOUSE
JANUARY 21ST, 1999 6:30 - 8:30 P.M.
GRADE ONE ENTRANCE INFO: 7:00 P.M.
HIGH SCHOOL ENTRANCE INFO: 8:00 P.M.

MONTESSORI PROGRAM	ELEMENTARY SCHOOL	HIGH SCHOOL
Ages 2-1/2 - 6 years	Grades 1-8	Grade 9 - OAC
A structured program with high academic standards in a nurturing environment.	A challenging academic program that enables each student to reach his/her personal potential.	Small classes, high academic standards and a friendly, multicultural environment prepare our students for the challenges of the future.
Daily French instruction.	Homework, end of term exams and itemized report cards provide students and parents with accurate progress evaluation.	
All fully qualified Montessori teachers.	Supervised after school homework rooms.	

Extra curricular activities include: Competitive Team Sports, Ballet, Judo, Music, Choir, Gardening Club, Arts & Crafts, Cooking and Mandarin Classes.

ART

Basic Sketching Techniques

- 5 weeks, \$15 per class

Call Pathways Canada
905-471-5107

AUCTION

Now accepting quality consignments for Feb. 28th Auction at:

Le Parc Conference Centre
8432 Leslie St. at Hwy 7

Call Antique Andy at 416-822-7486

Economist & Sun Stouffville Tribune

Delivering the news that matters

Employment Facilitator and Case Manager (2 positions)

Responsibilities: Deliver job search services and workshops to youth s and adults. Work individually with clients to develop and monitor Return-to-Work Action Plans. Assist clients with use of resources and technology for job search activities.

Qualifications: Post-secondary education in career development or equivalent experience. Experience working with youth is an asset. Ability to develop curriculum and facilitate employment workshops. Proficiency in MS Word and good knowledge of computer use in support of job search. Must be a team player and able to deal with a diverse population.

Key Support Staff/ Receptionist (2 positions)

Responsibilities: Promptly handle telephone inquiries and walk-in clients and appropriately refer. Maintain and update manual and computerized filing system; data entry.

Qualifications: College Diploma in Secretarial or Office Administration or an equivalent combination of education and experience. Excellent verbal and written communication skills. Proficiency in MS Office, MS PowerPoint, e-mail and Internet, with a minimum typing speed of 50wpm. Desktop publishing and some accounting skills an asset.

Youth Employment Facilitator/ Outreach

Responsibilities: Provide information on employment programs and services, plan and deliver information sessions/ workshops and outreach activities; organize special events relating to youth employment needs.

Qualifications: Community College/University degree in a related field or equivalent work experience. Understanding issues surrounding and affecting youth and employment. Proficiency in MS Word and Internet. Proven experience working with a diverse population.

All positions are F/T, 6 month contracts with possible renewal, starting immediately. Please reply in confidence by January 22, 1999 - 4:30 pm.

Job Skills is committed to Employment Equity.
We thank all applicants, but only those to be interviewed will be contacted.

JOB SKILLS - Hiring Committee
155 Riverglen Drive, Unit 7, Keswick, ON L4P 3M3
Fax: (905) 476-5988 E-mail: admin@gjs.on.ca www.gjs.on.ca

Human Resources Centers Canada
Richmond Hill - Newmarket
Canada

Whitchurch-Stouffville Minor Hockey Association

P.O. Box 976
Stouffville, Ont. L4A 8A1

W.S.M.H.A. is now accepting Coaching Applications for the 1999-2000 Season

REP & SELECT Applications are available at the Arena in the following locations: W.S.M.H.A. Bulletin Board, Snack Bar, in front of the Rec. Office and also from the O.M.H.A. Convenor or Select Convenor.

Applications may be mailed to the above address or put in the Minor Hockey Drop Box.

Applications are due by February 15th, 1999.

PROFESSIONAL DIRECTORY

FIGHT THAT TICKET

FORMER POLICE OFFICER TO ASSIST YOU IN COURT

CALL 905-294-8345
1-888-661-6006

THE TRAFFIC COURT DEFENCE EXPERTS
THOMAS GILES AND ASSOC. INC.
6070 Hwy. #7E (Second Floor), Markham

SASHA'S MAID SERVICE

BONDED & INSURED
\$10 off 2nd Visit
(905) 471-6490
(905) 294-7109