

york region

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

510 general help

CABINET MAKER/ CARPENTER

required for Custom Pattern/ Mold Shop in the Keele and Finch area. Experienced candidate must be able to read English and work from shop drawings. This position calls for a dependable individual willing to work overtime. Salary will depend on experience.

Send reply to: Box 2623
C/O The Era Banner
580B Steven Court
Newmarket, Ontario L3Y 4X1

CHILDCARE POSITIONS

The Works Fitness Centre has a F/T childcare position available. An E.C.E. or equivalent education is required and experience is preferred. This position is for Mon-Fri, 9-3.

A P/T Childcare position is also available. Experience is preferred. This position is weekday mornings.

Please fax your resume to:
471-7903 or mail it to 190
Bullock Dr. Markham, On L3P
1W2, Attn: Childcare Positions.

P/T SALES ASSOCIATE

Required immediately by Main St. Unionville Fashion Retailer. Weekdays and Weekends. Mail resume to:

Box 4571, c/o Economist & Sun,
9 Heritage Rd, Markham, ON, L3P 1M3.

Required immediately for busy GM Dealer.

LOT PERSON DRIVER, SHIPPER/REC.

Contact:
Larry Gannon
or

Mick Waldman
Phone: (905) 477-1666
Fax: (905) 477-0311
or: Apply in person



NEW OPPORTUNITY

600+/WK FULL-TIME
Leading International Corporation requires 8 individuals to learn and run our business. With new offices opening creating new opportunities for qualified applicants, we are short staffed. You must: Be career-minded, Be self motivated, Enjoy money and people

We offer paid on the job training, 800-1000/wk after 30 days, career opp. and a positive working environment. Call today to join our winning team!
Christa 564-5060



WE'RE EXPANDING!
Applications now being accepted for employment. Drivers licence required.

905-642-2575

CAREERS

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

515 skilled & technical help

WINCON SECURITY SERVICES

We are recruiting career minded professionals for full/ part-time security officer for Markham.

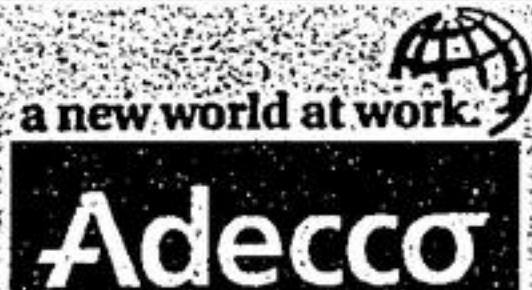
Applicants must have:
Excellent communication skills
Must be able to be bonded
Experience or Education an asset.

We offer:
Career opportunities
Competitive wages, benefit plan
Fax (416) 447-5465
Attn Human Resources Dept.
Tel (416) 447-4995

ELECTRICIAN

required immediately. Markham, Stouffville Area. Industrial Construction and Maintenance Work. Please send resume to: Box 998 Stouffville, Ontario L4A 8A1

525 office help



BIL. ADMIN./FRONT DESK COORDINATOR Markham

Innovative, fast growing pharmaceutical company seeking a top-notch individual who is fluently bilingual in French/English. This challenging position has a wide variety of duties & offers an excellent compensation package. If you have 3-5 years of administrative experience, excellent organizational skills, proven multitasking abilities and MS Office, APPLY NOW!

Pauline
Fax: (905) 474-1860
Tel: (905) 474-9555/773-4266
(Aurora)
www.adecco.ca

ADMINISTRATIVE
THE BENEFITS ARE CLEAR!
OfficeTeam's exciting assignments, high pay rates and excellent benefits package make a winning combination.

- OFFICE MANAGER
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- EXECUTIVE SECRETARY
- ADMINISTRATIVE ASSISTANT
- WORD PROCESSOR
- RECEPTIONIST

Positions are of a temporary nature

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Contact us today for more details!
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Fax: 416-226-4498
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North York, Ontario M2N 6L7
Visit us @ www.officeteam.com

Busy property management and real estate company require:

F/T ADMINISTRATIVE ASSISTANT

General office and accounting duties. Knowledge of Simply Accounting and Microsoft Office an asset.

ADMIN. ASSISTANT/ DEAL SECRETARY

Real Estate experience preferred. Flexible, permanent part-time days. 20-25 hours per week.

Please fax resume and salary expectations to Tracy at (905) 940-6009.

525 office help

Mature full time RECEPTIONIST
Required for a busy automobile dealership. Must have excellent communication and organizational skills.



Call Judy for confidential interview @ 905-470-7044.

CUSTOMER SERVICE

Reporting to the Sales Manager, this key person will join the Markham headquarters of an int'l souvenir manufacturing and distributing company, acting as the following:

- Customer service rep
 - Custom production services liaison
 - Support person to sales reps, National Chains and Marketing
 - Personal assistant to Sales Manager
- This position requires a dedicated individual who is positive, hardworking, responsible and organized, with strong computer skills including proficiency in Microsoft Word and Excel. Fax resume to (905) 477-9779, attn: Sales Manager, by January 26th.

Fast growing home decor manufacturer in Richmond Hill requires an

ADMINISTRATIVE ASSISTANT

The ideal candidate will have 3-5 years experience working in a fast-paced environment handling multiple tasks. Must be accurate and detail oriented with an upbeat and flexible attitude. Car required. Advanced MS Excel and MS Word a must. Please fax your resume to Human Resources at 905-731-1445.

CLERICAL

F/T position with variety of office duties. Must have keyboarding skills. Knowledge of Microsoft Word and Excel required. Ideal for person re-entering work force. Located at Highway 7 and Woodbine.

Please send resume to:
P.O. Box 507, Station "B",
Willowdale, Ontario M2P 2P9

ADMINISTRATIVE
THE RIGHT OPPORTUNITY... RIGHT NOW!

We offer temporary assignments with excellent pay and benefits. At OfficeTeam, great new opportunities are available NOW.
EXECUTIVE SECRETARY.....to \$17/hr
High profile position reporting to 3 VPs. Advanced knowledge of Word, Excel & PowerPoint.
ADMIN ASSISTANT.....to \$15/hr
Dynamic company seeks individual with strong telephone and Word & Excel experience.
RECEPTIONIST.....to \$13/hr
1+ yrs experience desired. Phones, filing and intermediate knowledge of MS Word & Excel.

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Specialized Administrative Staffing

Contact us today for more details!
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North York, Ontario M2N 6L7
Visit us @ www.officeteam.com

EMPLOYERS LOOKING FOR:

Adm./CSR
Telesales
Fax resume to:
(905) 709-8691

525 office help

COLLECTIONS PERSON
Required for Computer company located in Markham. Must have Fortune 500 experience, Excel, Word. Either 3 to 5 days per week or full time negotiable.

Contact: Norman Son Kee
Symtech Canada Inc.
Fax: 905-940-8046
E-mail: nsonkee@symtech.com

530 sales help & agents

ROUTE SALES

Sales/Service Rep required for established territory NE GTA. Must be a self starter, able to work with min. supervision. The ability to cold call a must. Commission & benefits. Co. vehicle provided. Previous exp. with a proven track record.

Fax resume:
905-804-0525
attn: Sales Mgr.

535 hospital, medical, dental



STAFFING COORDINATOR

Fulltime/ Parttime hours immediately available at our Markham office.

- Excellent communication, organization and problem solving skills.
- Enthusiasm and customer service approach with ability to work under pressure.
- Knowledge of medical terminology an asset.
- Computer skills required.

Please fax resume:
905-477-1956

Only candidates selected for an interview will be contacted.

DENTAL ASSISTANT/

P/T leading to F/T. Must have CDA or PDA and min. 1 year experience. Fax resume/ salary requirements to:
Dr. Craig Jeffery (905) 471-0140.

540 hotel, restaurant

SWISS CHALET KITCHEN HELP

P/T SERVERS

Please drop resume off at:
7240 Woodbine Ave. Markham

545 teaching opportunities

PART & FULL TIME TEACHERS

To join our team of caring professionals at our locations in Markham and Richmond Hill. Training provided. Elementary Montessori teachers may also apply. Fax resume: Oxford Learning Centre 905-513-8010



- * ECE/SECE STUDENTS
 - * TEACHING ASSISTANTS
 - Jobs Available immediately
 - Pick you own hours and location
 - Competitive Pay
 - F/T contract positions available
- Looking for responsible people to care for children in a variety of settings in the Markham/Richmond Hill area.
Min. 2 years experience in childcare or equivalent, first aid/CPR required.
Fax your resume to: (416) 447-0599

THE CLASSIFIEDS Made Easy

To advertise your products or services

Call
294-4331
1-800-743-3353

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.



BRIDAL GUIDE

coming

February 25th 1999

Don't miss this fabulous opportunity to promote your business.

To be a part of this feature call your Classified Representative today @ 905-294-4331 or 1-800-743-3353