

york region

CAREERS

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

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

505

careers

TIMEX, a worldwide leader in the watch industry, is looking for a highly skilled professional.

Watchmaker - (3-6 month contract)

Good dexterity, attention to detail, and the ability to complete routine and repetitive work combine with your strong knowledge of watches to make you the ideal candidate for this contract. You have 2 years of experience in a watch manufacturing or repair environment, sound judgement, and the necessary organizational and technical abilities. A Watchmaker's certificate would be an asset.

We invite you to forward your resume to:
Timex Canada, Human Resources Dept.
445 Hood Road, Markham, ON L3R 8H1
Fax: (905) 477-8470. No phone calls, please.

DIRECT BANKING ASSOCIATE

ING Direct is a progressive direct response branchless banking operation in Canada.

Due to exciting growth, we currently have both Full Time and Part Time opportunities available in our Call Centre.

As a DIRECT ASSOCIATE you will:

- respond in a customer focused manner to all inbound calls
- successfully influence first time callers to become ING Direct clients
- professionally handle all client issues and banking transactions
- be able to work shifts within a 7 day a week/24 hour a day operation

If you are a unique individual with superior customer service skills, and a positive attitude - you may be the person we'd like to add to our dynamic team.

Please fax your resume to:
Human Resources
416-758-5292
Quote file #1012M

We thank you for your interest. Please note that only those selected for an interview will be contacted.

CLIENT COORDINATOR REQUIRED

Dynamic, growing international mailing company requires an experienced Client Coordinator. This individual will enjoy interacting with customers every day and the experience of managing outbound international mailings worldwide. Experience in production coordinating, or senior experience in a customer service role are mandatory.

Please fax a complete resume to:
905-415-8194 Attn: Ken Kavanagh

505

careers

Supremex, Canada's largest Envelope Company is presently seeking fully experienced:

ENVELOPE MACHINE ADJUSTERS

to work in our Mississauga, Etobicoke and Markham plants. Candidates who are fully qualified running F.L. Smith or W.D. equipment and interested in applying for this position may call:

Mary Neto
at 1-905-624-4973 ext. 244
to arrange an interview.

505

careers



A progressive, growing Tier 1 parts supplier specializing in Plastic Molding and Exterior Paint has several openings due to expansion. We are seeking dedicated, energetic, results oriented individuals to join our QS9000 certified plant in Concord. Apart from job requirements, the successful candidates will have automotive/manufacturing experience in a unionized environment.

QUALITY LAB TECHNICIAN: Quality Assurance Certification with 2 years lab experience. Excellent communication and trouble shooting skills, as well as hands on experience in calibration and measurement are required. Paint and QS9000 experience are definite assets. Shift work will be required.

PRODUCTION SUPERVISORS: Post secondary education or equivalent and a minimum of 4 years Supervisory experience. Excellent communications, organizational, and above average interpersonal skills are essential. Shift work will be required.

HUMAN RESOURCES ASSISTANT (CONTRACT - MATERNITY LEAVE): Post secondary education in a related field with 3 years generalist experience. Responsibilities will include Payroll, Benefits administration, WSIB claims, Health & Safety, and employee file maintenance. Advanced P.C. skills including spreadsheets required.

PAINT TECHNOLOGIST/SUPERVISOR: Secondary education in a related field with 4 years solid automotive/robotics paint application experience. Excellent problem solving and trouble shooting skills as well as strong experience in Supervision is required. Shift work will be required.

COST ACCOUNTANT/ANALYST: Business Diploma or University Graduate with completion or near completion of an accounting designation. The candidate must have 3 years costing experience and Logistics and Inventory knowledge (MRP/II environment). Attention to detail, organizational/analytical skills are essential.

ACCOUNTS PAYABLE CLERK: Post secondary education in accounting or business with a minimum of 3 years accounts payable experience. Excellent communication/negotiation skills as well as working knowledge of spreadsheets and computerized general ledger. Basic accounting and payroll experience are definite assets.

We offer a competitive salary and benefits package. To apply please fax or forward your resume to: HUMAN RESOURCES DEPARTMENT, 117 BASALTIC ROAD, CONCORD, ONTARIO L4K 1G4 Fax: (416) 736-9323

We thank all applicants who have applied but only those who qualify will be contacted for an interview.

505

careers

WANTED

Motivated people interested in a career as an Automotive Sales Professional.

Individual required to sell/lease new and used cars. No experience necessary, we will train the right candidate.

Fax your resume to:

10731 Yonge St. Richmond Hill
Fax: 905-883-3713
Tel: 905-883-4440

Only applicants selected for interviews will be contacted.

505

careers

JUNIOR COST ACCOUNTANT

PROGRESSIVE PACKAGING LTD., a leading manufacturer of flexible packaging, is looking for a Junior Cost Accountant.

The ideal candidate will have accounting experience and/or training and will preferably be registered in an accounting course. Spreadsheet knowledge (excel preferred), good mathematical skills, computerized accounting, calculator experience as well as good communication skills are required.

We offer a competitive salary and an excellent benefits package. Interested candidates please fax resume to:
Progressive Packaging Limited
285 Industrial Parkway, South
Aurora, Ontario L4G 3V8
Fax: 905-727-9129

We thank all interested candidates, however, only those selected for an interview will be contacted.

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careers

Corporate Legal in Markham \$40,000+ Top Benefits

National firm requires an experienced corporate legal secretary/assistant with 2-5 years experience with resolutions, extra provincial registrations, etc. Bring your dedication, team spirit and let our client spoil you in return! Outstanding opportunity.

Please Apply: Carolyn Berger
Group Four Management Consultants
Fax 416-961-3225
128 Hazleton Avenue Toronto, ON M5R 2E5

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careers

Profit from the Fastest Growing Segment of the Travel Industry

Turn your passion for cruising into extra income.

Complement your present lifestyle by working flexible hours. Comprehensive training is available.

To learn more about joining Canada's No. 1 Cruise Travel Agency, attend our information evening

Thursday, February 18, 1999 at 7 p.m.
RSVP necessary

Markham
cruisehipcenters



548 Carlton Rd., Suite 106
(905) 948-1800

510

general help

P/T HAIRSTYLIST

For a busy Stouffville Salon. Guaranteed \$7-25/hr. profit sharing, \$150 hiring bonus, dental, drug, eye care plan & birthday off with pay. No Sundays. For an interview call 905-640-9555

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career training

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Course Includes:
• MS-DOS/Windows 3.x/
• Windows 95
• Memory Management
• C/C++ Programming
• Visual Basic
• Access Application Development
• HTML
• Java
• Oracle

TORONTO School of Business

Starts March 8th
Markham Campus
8515 McCowan Road, Unit 6
1-888-562-4448

510

general help

The Canadian Red Cross Society
16700 Bayview Ave.
Suite 205
Newmarket, Ont.
L3X 1W1



COULD YOU BE A RED CROSS HOMEMAKER?

Join a winning team & feel good about what you do. The Red Cross is looking for mature, friendly individuals, preferably with a health care background, to assist clients in their own homes by helping with personal care & household management. Languages would be an asset, especially Italian, East Indian and Chinese (however, candidates must possess written and oral skills in English). We service clients throughout all of York Region. Candidates must have their own transportation.

Please attend our open house on Friday February 19, 1999, 7 - 9 p.m. 16700 Bayview, Ste. 216, Newmarket Or fax your resume to: (905) 830-1707 Or mail to the above address. No telephone calls, please. A member in The United Way

ClubLink Corporation Turf Department is looking to fill both full time laborer and part-time equipment operator positions at various golf courses in the area. The seasonal positions will consist of 25-35 hours/week for part-time and some weekend work is required. Mature applicants should fax or mail resumes to:

ClubLink Corporation
Turf Department
14001 Warden Avenue
Stouffville, Ont.
L4A 7X5
Fax: (905) 888-1674

Quality Providers Needed

When you work in partnership with Wee Watch Private Home Day Care, you can be proud that you are the best in the field.

- Training and support
- Agency supplies equipment, resource material and supplies
- Insurance coverage
- Reliable back up

Please call: 479-9671

CHIROPRACTIC RECEPTIONIST

Mature and energetic person with excellent people skills needed part time.

Please fax resume after 12:00pm Saturday to: 294-3958