

york region

CAREERS

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

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515 skilled & technical help

ONE FULL-TIME and ONE PART-TIME SWITCHBOARD RECEPTIONIST

Woodbridge Foam Corporation, a leading automotive parts manufacturer, requires two organized, self-motivated individuals to perform the duties of switchboard operator/receptionist. A pleasant telephone manner and good computer skills are required. The positions are suitable for individuals who work well in a fast paced environment.

Please mail or fax your resume to:
Carolyn McClellan, Human Resources Supervisor
Woodbridge Foam Corporation
8214 Kipling Avenue N.
Woodbridge, Ontario L4L 2A4
Fax: (905)851-4386

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

525 office help

GENERAL INSURANCE

Markham office requires unlicensed person for receptionist/file clerk. Computer skills necessary.

Call Ralph at
(905) 415-1015

530 sales help & agents

Inside Sales Support Rep.

Growing computer company in Markham. Successful candidate must be professional, outgoing individual with 2+ yrs. exp. Advanced computer skills (MS Office) req'd. Growth opportunity for right individual. Excellent salary/ comm/ benefits. Fax resume in confidence to:
(905)946-0147
E-mail: careers@microalternative.com

540 hotel, restaurant

Busy Markham Pub requires more service staff. Apply in person or fax resume to:
Sgt. Peppers
5694 Hwy. #7
or fax 905-471-0390

525 office help

CREDIT COLLECTOR

As their leader in the materials handling industry, Johnson Equipment has an exciting opportunity for a Credit Collector in our Markham office. The successful candidate must have the following qualifications:

- Minimum completion of Grade 12
- 2 years in collections
- Excellent communication skills, telephone manner and a self-starter who will work with minimum supervision.

Interested individuals should forward their resumes along with covering letter in confidence to:

Human Resources
G.N. Johnson Equipment Co. Ltd.
1400 Courtney Park Drive
Mississauga, Ontario
L5T 1H1

525 office help

GENERAL PART TIME OFFICE PERSON

Must be fluent in English, A/R, A/P knowledge (Simply or MYOB), telephone and general office duties experience. Please fax resume to: 905-513-6950

535 hospital, medical, dental

Full time/Part time RPN's

with psychogeriatric experience
7am - 3pm, 3pm - 11pm, 11pm - 7am
For the new 11 bed psychogeriatric unit to open April 1, 1999
Please send resume to:
Green Gables Manor
13621 Ninth Line
Stouffville, Ontario
L4A 7X3
Fax: (905) 640-0995

540 hotel, restaurant

CHEF'S, COOKS WAIT STAFF

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Fax: 905-887-9356
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525 office help

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6070 Hwy. #7E (Second Floor), Markham

525 office help

SMALL BUSINESS

in Markham requires recp. gen. bookkeeping, A/R, A/P, good computer/organizational skills. Salary \$10-12 based on experience. Fax resume to 905-470-5763

Please Check Your Ad

REGISTRATION

MARKHAM THUNDER MINOR LACROSSE ASSOCIATION



REGISTRATION

March 6th ~10am - 12pm @ Mount Joy Arena
March 13th ~ 9am - 12pm @ Stouffville Arena
March 20th ~ 1pm-3pm @ Centennial Arena

INTRODUCTORY CLINICS

March 16th & 18th ~ 7pm - 8:30pm
Mount Joy Indoor Field
Bring helmet & gloves

For more information call:
Jenny Brunt at 905-470-8523

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york region your community career choice
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- The Markham Economist & Sun
- The Stouffville Tribune
- The Era Banner
- The Liberal

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