

Classified

Monday to Friday • 8:00 am to 6:00 pm 1-800-743-3353 Toronto Line (416)798-7284

515 skilled & technical help

515 skilled & technical help

525 office help

525 office help

525 office help

525 office help

525 office help

540 hotel restaurant

540 hotel restaurant



INDUSTRIAL MAINTENANCE MECHANIC
Required by Markham manufacturing company to trouble-shoot and repair electromechanical, pneumatic and hydraulic systems. Knowledge of PLC software and operation an asset. Full benefits package. Fax resume to:
Ms. Eremita
FS Tool Corporation
(905)475-0347

RECEPTIONIST/SECRETARY
Full time position to cover maternity leave required as of April 2000, for Stouffville office. Property leasing administration an asset.
Fax resume with salary expectation to:
905-640-7369

Markham area company is currently seeking a mature, responsible
FULL-TIME ACCOUNTS PAYABLE CLERK
Must have ACCPAC experience. Immediate employment. Excellent benefit package.
Please fax resume to: (416)425-9451
We appreciate all responses, but regret that only those selected for an interview will be contacted.

COME ON! BE A KEESTER!
Harry Keesters needs:
• **SERVERS • BARTENDERS**
Apply in person with resume at:
8375 Woodbine Ave., Markham
(just south of Hwy. 7)
or fax to: **905-508-5810**

ADMIN. ASSISTANT/ RECEPTIONIST
Required by Consulting Engineering Firm. Duties include Word Processing, Clerical, Reception. Strong communication and computer skills essential. (MS Word/Office). Must be personable and well organized. Comprehensive benefits with summer hrs. all year -37 1/2 hr./wk -Fn. afternoons off. Good location (Hwy. 404 & 7) overlooking golf course.
Respond by fax:
(905)474-1910 - Or email:
rgccfa@idirect.ca
CHISHOLM, FLEMING & ASSOCIATES
317 Renfrew Drive, Suite 301
Markham, ON.

Permanent full-time positions in a Scarborough Apparel Importer.
CUSTOMER SERVICE
Polished customer service & telephone etiquette. Good communication skills & computer literate.
ACCOUNTING CLERK
College graduate with major in accounting or equivalent. Competent in Spreadsheet and Word Processing applications, and AccPac, AR, AP & OE (optional). Proven experience in debt collection & accounting.
Please fax your resume with expected salary to: (416) 298-4849

DINING ROOM AND CATERING MANAGER
Private Golf Club in Markham is looking a for Dining Room & Catering Manager. Full time employment. Experienced. Attractive package. Fax resume to (905)887-9807



RATCLIFFS
A manufacturer of copper and brass strip has openings at its Richmond Hill metal rolling mill operation for the following experienced candidates:
• Slitting Operators
• Casters (Foundry)
• Rolling Mill Operators
• Production Workers
• Licensed Millwrights
Must be able to work continuous shifts.
Qualified candidates may submit their resume to:
Human Resources
Ratcliffs/Severn Ltd.
10537 Yonge Street
Richmond Hill, Ont. L4C 3C5
Fax: **905-884-7422**
No agencies please. No telephone inquiries.

530 sales help & agents

530 sales help & agents

Pal Personnel Services has several positions available:
Jobs Located: Scarborough, Don Mills, Richmond Hill, Markham
Insurance Customer Service Rep - Bilingual Cantonese/English
• This positions temp to perm for the right person. 3 yrs. min. exp. in personalized auto and home insurance in a brokerage office. Salary \$35.K++
Various insurance positions available.
Accounting Professionals.
• We have immediate Temp or Perm. needs - A/R, A/P, General Accounting, Bookkeepers, payroll, CGA, CMA.
Impeccable English - minimum 6 mon. exp. Word, Excel, Access, Accpac, Quickbooks a plus. Flexible for other duties. Call Richelle.
French Bilingual Customer Service
• Handle incoming customer calls, become proficient in customer care tools (ie. MS Outlook, Word, Excel), taking full responsibility for customer requests. 2 yrs. plus, customer service exp. Exp. in multi-task environ. order processing, word processing, utilizing Internet tools.

Pizza Hut
ASSISTANT MANAGERS & PART TIME STAFF
Apply in person to
Pizza Hut
5071 Hwy #7, Markham

525 office help

525 office help

COLOMBO CHRYSLER DODGE LTD. REQUIRES PART-TIME PERSON
To operate our switchboard. Tuesdays & Thursdays 5pm-9pm and Saturdays 9am-6pm. This job also involves sales follow-up calls which can be done from your home. Excellent remuneration.
Please call Diane Kolibar at: (905)850-7879

CANTONESE/MANDARIN INVESTMENT BRANCH
Our client a major Investment Co. currently seeks an individual to maintain their Markham location branch by liaising with vendors & provide admin. support to sales staff. Exp. in MS Word/Excel, CSC & CPH courses & fluency in Mandarin, Cantonese & English a must.
Call: Lauren Shaw at QUANTUM
(416)366-3660
Fax (416)366-4363
Email: lshaw@quantum.ca

R.N.'s
• RN's are needed for a large Pharmaceutical company in Markham. Temp to possible Perm. - Salary \$35.K to \$52.K determined by yrs of exp. Input Clinical Trial info, communicate with doctors regarding the trial information internationally.
Must have perfect English skills, medical background, attention to detail, good key boarding skills.
Outside Sales Rep.
• Located in Richmond Hill. Temp to Perm. Requires 3-5 yrs. exp. in sales in the paper and packaging industry. Salary will be determined by years of experience. Call Linda.
Admin. Assistants Receptionists.
• If you are creme de la creme and have 2 yrs.++ exp., we can use your office skills. Many long term and temporary assignments in Don Mills, Scarborough, Markham & Durham areas. Top clients... Top \$\$\$\$. Call Elaine today for your appointment. No faxed resumes accepted.
PAL PERSONNEL (416)497-8200
Only those under consideration will be contacted.

510 general help

510 general help

DO YOU LIKE DRIVING AND MEETING NEW PEOPLE?
We require full time
NIGHT DRIVER
Sunday through Thursday to complete our professional staff. Please fax resume to: (905)640-8899 or call Econo Taxi at (905)640-5466

Large property management company requires: Accounts Payable Clerks
Previous accounts payable exp. a must; also JDE experience an asset. Strong organizational skills essential.
Kindly fax or email to:
CentreCorp
2851 John Street, Suite One
Markham, ON L3R 5R7
Fax (905)477-7390
Email: khind@centrecorp.com
We thank all candidates for their interest but regret that only those selected for an interview will be contacted
NO PHONE CALLS PLEASE

Sales Associate
Full time and part time. Mature, with at least 1 year experience in retail for Boutique in Unionville; selling high end European outdoor wear.
Fax to: 905-881-0052

SALES PROFESSIONAL
High end import dealer. Salary, commission and benefits. Must have auto sales experience.
Apply in confidence to:
Joe Sorbara 416-324-3232; 905-841-1400
Sterne Acura
15795 Yonge St., Aurora

EASY MONEY
P/T \$10-14/hr. Guaranteed - Paid Weekly
Are you outgoing and energetic? Inside or Outside work. Good command of English language. Vehicle required.
Drop in to 356 Bowes Rd., Keele & Hwy 7
or fax resume to: (905)760-0470

SALES PROFESSIONAL
High end import dealer. Salary, commission and benefits. Must have auto sales experience.
Apply in confidence to:
Joe Sorbara 416-324-3232; 905-841-1400
Sterne Acura
15795 Yonge St., Aurora

Aggressive & motivated individual to create and implement a sales plan to strengthen tournament sales at a local golf facility. Excellent earnings potential, commission based.
Please call for details about this exciting opportunity.
(905)640-5439, ext. 29

IKON RECEPTIONIST
Office Solutions
IKON MANAGEMENT SERVICES requires an experienced Receptionist to manage a busy switchboard at our Markham office. Extensive Word, Excel and Powerpoint experience is essential. We offer a competitive salary and excellent opportunities for further advancement within the firm through a supportive, professional environment. Please fax qualified resumes to:
HUMAN RESOURCES FAX - (416)777-2726

★ ★ ★ ★ ★ ★ ★ ★ ★ ★ ★ ★ ★ ★ ★ ★
DO YOU WANT YOUR OWN BUSINESS?
\$30,000 PER YEAR
★ An opportunity has arisen for a Marketing Agent, in the Markham area. No investment, no selling involved, just daily deliveries to new accounts and existing customers.
★ Must have suitable vehicle & storage for stock. For an information pack and application form call:
★ **905-264-9411 Ext. 597**
★ ★ ★ ★ ★ ★ ★ ★ ★ ★ ★ ★ ★ ★ ★ ★

CUSTOMER SERVICE CLERK (Part-Time)
Applicants must have at least two years clerical/customer service experience; pleasant telephone manner; 60 wpm typing; excellent command of the English language; good organizational skills; and aptitude for figures. Computer experience in date entry required.
Call Teresa or Russ
905-709-4488
or fax resume **905-881-7283**

Retirement home in Stouffville requires part-time
RPN/HCA
with medication certificate &
Part-time Worker
to assist with resident care. Will train.
Call (905) 640-6660

530 sales help & agents

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530 sales help & agents

88.5 THE KAT
Is seeking: INSIDE & OUTSIDE SALES REPS
Excellent commission, sales experience an asset
Fax resume to: (905)853-4433 or email: garygamble@885thekat.com

FULL TIME PART TIME
Local firm has
52
openings available
No exp. necessary.
Will Train
\$12.85 Starting Pay.
Call Mon. - Thurs. 11 a.m. - 5 p.m.
(905) 947-9851

PHYSIOTHERAPIST
Registered, Part time
3-5 afternoons/
evenings per week
Fax resumé to: Jennifer Hicke
at: (905)471-3751

SPRING EXPANSION
Due to recent promotion, growing Richmond Hill co. has 12 openings to start F/T
UP TO \$14.55/HR.
• No experience nec.
• Complete training program
• 6-12 mos. advancement
• entry level trainees
• mature students welcome
Located near hwy.; car req.
CALL: MON. OR TUES.
905-764-2414