

york region CAREERS

Your community career choice • Serving York Region through The Era-Banner, The Liberal, The Economist & Sun, & The Tribune

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Get Started in Business... DO YOUR OWN THING!

YIMCA
YIMCA Markham Business Centre
Fully Funded Program
(905) 948-9622
Funded by:
Human Resources Development Canada Développement des ressources humaines Canada **Canada**

COME GROW WITH US EARN \$14/ HOUR plus FULL TIME POSITIONS

Allied International Credit is a leading Debt Collection and Accounts Receivable Management Company. We are looking for career minded, entrepreneurial spirited individuals to join our dynamic growing company. With operations across Canada, the UK and the USA, we offer great career opportunities and potential earnings. We have immediate openings to join our team in our Collection, Trace and Tele-sales departments. As an Employer of choice, we offer competitive salaries, great incentive programs, benefits, an excellent working environment, paid training and much more.

AIC will be holding Career Fair (preliminary interviews included) Tues. May 2nd @ 7pm.
11 Allstate Parkway, Suite 500, Markham, Ont.,
Please R.S.V.P. your attendance to:
905-944-4730 and fax resume to: 905-470-8155
Attn: Human Resources

Located in Scarborough (Markham Rd./Steeles Ave.), DynaPlas Ltd., is a leading-edge Tier I and Tier II automotive custom injection mould supplier. Due to recent company growth and expansion, we are currently seeking additional team members.

Mould Maker

Responsibilities include:

- Building new hot runner moulds to drawings
- Making engineering changes to production moulds
- Maintaining and repairing production moulds

The successful applicant will possess the following qualifications:

- Grade 12 and/or 10 years' experience
- Must have own tools and operate toolroom machinery

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bulk barn

Position available with a progressive franchisor of 57 retail specialty food stores. Offices located in the prestigious Beaver Creek Business Park in Richmond Hill (16th Avenue & Hwy 404)

EXECUTIVE SECRETARY

Reports directly to the Senior Vice President. Responsible for all secretarial functions related to Merchandising, Store Operations and Advertising departments. Duties are varied and include analyses of data and corresponding preparation of extensive spreadsheets, preparation of all internal and external correspondence, maintenance of an organized filing system, scheduling and travel arrangements, preparation of computerized purchase orders for inventory acquisition, and various other areas of administration. The position involves co-ordination with outside suppliers, liaison with other departments of the company, and day-to-day interaction with franchisees.

The individual must be extremely proficient in a computerized environment and, as well, must be comfortable working with figures. We require strong skills in Microsoft Word and Excel applications. Written skills must be impeccable. A detail-oriented, approach and excellent organizational abilities are a must.

We will consider only candidates with several years' experience in a senior secretarial/administration role, who have provided support at the executive level.

This position requires an extremely professional demeanor, exceptional interpersonal skills and a team approach to dealing with business issues. Please fax your resume to Luana Tustian at: Bulk Barn Foods Limited - Fax (905)886-2722.
No telephone calls please
Canada's largest bulk food retailer and more.

TRANSITIONAL and SUPPORTIVE HOUSING SERVICES OF YORK REGION

Working with the homeless and the hard to house in York Region. A non profit charitable organization.

MANAGER, ADMINISTRATIVE SERVICES/ GRANTS OFFICER

Senior Management Position, full time. Responsible for Financial Controls, Accounts Receivable and Accounts Payable to Financial Statements, Budgets, Human Resources including Payroll and Supervision of small office staff. Grant and fundraising development and reporting. Must have experience with bookkeeping, ACCPAC, general administration and working with funders.

Please fax resumes to: **Monica Auerbach, Executive Director**, (905) 898-6414, or mail to: TSHSYR, 16715-12 Yonge St. #223, Newmarket, L3X 1X4.
Only those selected will be contacted for an interview.

Set-Up Technician

Responsibilities include:

- All aspects of injection moulding machine set-up, start-up and troubleshooting

The successful applicant will possess the following qualifications:

- Minimum 5 years' experience
- Ability to work shifts
- Grade 12 diploma or equivalent



PROJECT COORDINATOR

General Contractor, located in Markham, specializing in Commercial and Institutional renovations requires a full time Project Coordinator. Duties include assisting the Construction Manager with all aspects of project administration from start to completion.

Candidates must have a minimum of five years experience in the industry, combined with hands-on knowledge of construction procedures, excellent organizational and communication skills and a knowledge of computer software. The ability to handle small estimates would be an asset.

Please fax resume to **Pete Casson, 905-479-0470.**
Thank you for your interest and only those selected for an interview will be contacted.

Quality Assurance Technician

Responsibilities include:

- First-off, in-process, incoming and final inspection
- SPC measurement, monitoring and analysis
- Ability to read blue prints (G D & T)
- Perform dimensional layouts
- Ability to work shifts

We offer a competitive salary and comprehensive benefits package to all positions. Only successful candidates will be contacted. Please forward for your resume, indicating position of interest, to:

Human Resources, DynaPlas Ltd., 380 Passmore Avenue, Scarborough, ON M1V 4B4; Fax: (416) 293-8261

No telephone calls please. We thank all applicants in advance for their interest, however, only those selected for an interview will be contacted.

We are an equal opportunity employer.

DynaPlas LTD.

Committed to Excellence



LAURENTIAN BANK OF CANADA

BRANCH MANAGER - MARKHAM

Laurentian Bank of Canada, in existence since 1846, is a Schedule A Bank with over 13 Billion in Assets. We continue to grow rapidly and change with the times.

We require an innovative, community minded, sales oriented, professional with a proven track record in sales, networking and portfolio management. The successful candidate must be an aggressive, bottom line driven leader, with a strong desire to over achieve. In addition, you will have your Mutual Funds license and a working knowledge of credit underwriting. A thorough banking background and supervisory experience is required.

We offer a competitive remuneration program and an opportunity for a successful and rewarding career with Canada's 7th largest Bank, Laurentian Bank of Canada.

Please submit resumes to:
Mr. Chris McMillan,
Vice President, Retail Banking,
Greater Toronto Region
LAURENTIAN BANK OF CANADA
214 Queen Street S., 2nd floor
Mississauga, ON L5M 1L5
Fax: 905-858-8049

Deadline: Tuesday, May 2, 2000

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SR. WEB APPLICATION DEVELOPER & IT NETWORK TECHNOLOGIST

The EDEN Project Inc. requires a Senior Web Applications Developer and an IT-Network Professional to join its team.

These positions are highly demanding and require first-rate task management skills. The successful candidates will have a wide range of responsibilities in a high-end Microsoft engineered environment.

Interested applicants are directed to the following web site address for more details:
<http://eden.on.ca/jobs/Tech.html>
<http://eden.on.ca/jobs/WebDev.html>
For more information about EDEN, visit our web site at <http://Edenon.ca>

WAREHOUSE POSITION

Energetic person required by progressive company for air conditioned warehouse. Must be motivated and willing to learn. Opportunity for advancement. Shipping, receiving, picking and packing. Minor mechanical repair and assembly. Benefits package

CHEMLINE Plastics Limited
55 Guardsman Road
Thornhill, Ontario L3T 6L2
Fax: (905)889-8553
No calls or agencies please.

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CLUBLINK DIAMONDBACK GOLF CLUB

Requires

Horticulturist/Gardener

QUALIFICATIONS

- Skilled in Garden design
- Knowledge of and maintenance of plants.

RESPONSIBILITIES INCLUDE:

- Aid in design of new gardens.
- Selection of appropriate plants for new and existing gardens.
- Planting of all gardens, and maintaining all gardens to the high standard of ClubLink Corp.

Fax resume to: 905-888-9605 or e-mail: brennie@clublink.ca

COUNTER PERSON

Plumbing & Heating supplier requires experienced, energetic counter person for counter/ showroom/ warehouse duties. Saturdays required.

Fax resume to: 905-883-1897

HEAVY EQUIPMENT & TRUCK MECHANIC

Experienced with licence. Markham area.
Fred or Angelo
905-294-7480