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The Regional Municipality of York, one of Canada's fastest growing regions has openings in our Community Services and Housing Department - Early Intervention Services Branch.

**Occupational Therapist/Physiotherapist (Temporary Part Time - Approximately 6 months)**

The Occupational Therapist/Physiotherapist, within a consultative mediator model, recommends and supports therapy programs for families of children with special needs (birth to school age) for children enrolled in Early Intervention Services of York Region. As a valued member of our interdisciplinary team, you participate in developing, implementing and evaluating individual family support plans in consultation with early interventionists, other professionals and community agencies. A degree in the appropriate discipline with current registration with the College of Physiotherapists of Ontario or the College of Occupational Therapists of Ontario is required. Your credentials are complimented by two (2) years paediatric experience preferably in a community environment. (Competition #000215)

**Early Interventionist (Temporary Part Time - Approximately 6 months)**

Join our interdisciplinary team to provide assistance to families of children with special needs (birth to school age) for children enrolled in Early Intervention Services of York Region. You are responsible for the development and implementation of individual family support plans working in a team environment within the home and in preschool and child care programs. A Diploma in Early Childhood Education and a Resource Teacher Certificate or degree in a related program such as social work or child and family studies is required. One year experience working in a family centred model using individual family support plans as well as two years experience in a paediatric integrated child care setting is required. (Competition #000218)

Quoting the applicable competition number, please submit applications on or before May 11, 2000 to the address below. We thank all applicants for their interest, but advise that only those selected for an interview will be contacted.

The Regional Municipality of York  
Human Resource  
Services Department  
17250 Yonge Street  
Newmarket, ON L3Y 6Z1  
Fax: 905-895-4232  
E-mail: yrkhr@region.york.on.ca



**RECEPTIONIST**

Required for busy construction firm. Full-time fluent in English a must. Must have pleasant, mature phone manner. Computer skills, an asset. Please fax resume, Attn: Anna (905)640-8893

**PART TIME RECEPTION**

Evenings and Saturdays We require an energetic person with excellent telephone and people skills to operate our reception. Join our winning team! Contact Kelly Jamieson UNIONVILLE MOTORS (905)477-1666

**PERMANENT PART TIME**

in Stouffville. 4 hours per day. Pleasant telephone manner for telephone contact work. No sales. Basic computer knowledge. Fax resume: 905-642-2660

**PERMANENT ACCOUNTING/ OFFICE CLERK**

Approx. 22 hours/week. Minimum 3 years experience in law office accounting. Prefer PCLAW/Microsoft Word. Please forward resume with salary expectations to: CATTANACH HINDSON SUTTON VANVELDHUIZEN 52 Main Street North Markham, Ont. L3P 1X5 Fax: (905)294-5688 Attn: Karen May

**FRONT OFFICE ADMINISTRATOR**

Busy Graphic Design firm seeking an individual with excellent command of English Office skills & experience required in the Graphic Arts/Print industry. Word, FileMaker Pro & MYOB accounting an asset, but not necessary. References req. Please fax resume to (905)513-7552 or email to: laurie@compendiumdesign.com Only short-listed applicants will be contacted. No phone calls will be accepted.

**JUNIOR LEGAL SECRETARY F/T**

WOODBINE & HWY 7 Experience preferred R/E, Est/Com. Litn, Wordperfect 5.1 experience necessary. Must like Dogs. Fax to (905)940-5528 or call (905)940-5525 attn: Maureen

**HOCKEY ADMINISTRATOR**

The Whitchurch Stouffville Minor Hockey Association is seeking a hockey administrator for their hockey office. Applicant must have good command of the English language, a friendly out-going manner and word processing skills. Knowledge of a hockey association would be an asset. This is a part-time contract position of approx. 25 hrs./week. Please forward resume to: Whitchurch-Stouffville Minor Hockey Association, P.O. Box 976, Stouffville, Ontario, L4A 8A1

**Corporate Travel Agency seeking INTERMEDIATE CONSULTANT**

• Minimum 3 - 5 years experience  
• Knowledge of SABRE  
• Outstanding customer service skills  
• Self-motivation - able to work with little supervision  
Please fax to: (905) 470-9592

**FULL-TIME BOOKKEEPER**

Required for small company in Stouffville. Must be experienced in QuickBooks Pro and capable of providing monthly financial statements. Costing experience an advantage. Send resume and expected remuneration. All applications will be kept in the strictest confidence. Apply to Box # 4627 c/o The Markham Economist & Sun 7 Heritage Rd., Markham L3P 1M3

**JUNIOR IT POSITION**

GTA Credit Union is looking for a self-motivated full time person for a new position with varied responsibilities, predominantly in the information technology area. The successful applicant will have:  
✓ Proven experience, or completed courses in accounting fundamentals  
✓ Better than average computer literacy skills, with preference given to a candidate with database management & spreadsheet skills  
✓ The ability to work under time constraints and  
✓ Good communication skills  
This position will work out of the Stouffville administration offices, with core hours of 6:30 a.m. until 3:00 p.m. Monday to Friday. Due to the security component of this position, a credit report and bonding application must be completed and approved prior to the successful candidates start date. A probationary period of six months will apply. The starting salary will be \$30,000 plus a full benefit plan.  
Applications with resumes must be received by May 19th, 2000 and should be addressed to: GTA Savings & Credit Union Limited 6245 Main Street Stouffville, Ontario L4A 8A1 Attention: Terry Chapman Vice President Business Development

**Davis + Henderson**

**EMPLOYMENT OPPORTUNITY**

**POSITION:** Typesetter - Contractual 6 months  
**Location:** 81 Whitehall Dr., Markham ON, L3R 9T1 (1 block north of Hwy #7, between Warden & Woodbine)  
**Requirements:**  
• Scanning of custom logos using Adobe Photoshop.  
• Apply changes to business forms and laser cheque orders using custom built in-house software application in conjunction with PageMaker 6.5 software.  
• Generation of proofs for customers requesting custom work  
• Creation of plate images using PageMaker software  
**Qualifications:**  
• Must have graphic experience using various desktop publishing applications including the Adobe Suite ie: Pagemaker, Illustrator, Photoshop in a PC environment.  
• Self Starter  
• Quality conscious & attention to detail.  
• Good general pc skills.  
• Product knowledge an asset.  
• Team player  
• Flexibility to work overtime as required.  
**Hours:**  
• Mon. - Fri. 5:00 pm to 12:00 midnight (7hrs)  
This position reports to Ann Hope - Custom Art Department Manager. Pls. fax or email your resume to the following: Fax: #905-944-0229 or E-mail: ann.hope@dhtd.com No phone calls or agencies please.  
Applications will be accepted until Friday, May 15th, 2000 We thank all candidates for their interest & advise that only those under consideration will be contacted.

**HR PROFESSIONAL**

Work from Home as an Independent Contractor, conducting and navigating employment reference checks for High Profile clients. We need a coordinator/supervisor working online and over the phone with 6 other contractors. Call 905-294-2838 or email just-checking@home.com April Monteiro JUST Checking Resources Inc. 178 Main Street, Unionville L3R 2G9

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**EXPERIENCED INSTALLERS/TECHNICIANS**

Markham company offering union wage plus benefits for commercial sound system/satellite installations. Must have excellent command of the English language. Call: Jim Persyn (905)475-1661

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**Wanted Immediately**  
Markham 2 Full-Time Tire Installers  
• Certified Drive-clean preferred  
• Benefits & competitive flat rate wages  
Fax resume to Tracey (905)294-6998 or Dave (905)294-3061

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**CUSTOMER SERVICE**  
International company, an industry leader specializing in garment personalization, seeks dynamic individual for an entry-level customer service position, fulfilling customer needs by phone at front desk. Experience in customer service or retail preferred. This full-time position has a salary range in the mid to upper \$20's, plus a comprehensive benefit package. If interested, fax resume along with qualifications to: 905-851-8937 No phone calls accepted

Automotive stamper located in Markham (401/McCowan) requires a **BOOKKEEPER**. Responsibilities to include: G/L, A/P, A/R, payroll and all government remittances. Some additional admin. duties required. Fax resume to: 905-472-4189

520 computer data processing

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**PC TECHNICAL SUPPORT**

Computer re-seller in Richmond Hill requires immediately a person to provide hardware/software customer support. Position requires thorough knowledge of Windows 95/98/NT/DOS/MS Office along with hardware failure diagnostics. Superior communication/organizational and administrative skills are a must. Fax resume to HR Manager (905)882-1106 or email: ismith@cdicomputers.com

530 sales help & agents

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**SALES/MARKETING ASSISTANT** for mid size national distributor. Reports to V.P. of Sales. Assists in multi-task functions. Computer knowledge & customer relation background are a must. French is an asset. Salary mid 30's + up for right candidate. Fax resume to: 905-763-1393

**TELEMARKETERS**  
Earn extra CASH  
Markm. Location  
Work 6:00-9:30pm  
Mature, experience preferred.  
Fluent English (Italian an asset)  
Call Lee 757-5717

**FS TO C L**  
**LATHE OPERATOR**  
Required by Markham manufacturing company to operate a conventional lathe on a rotating shift. Full benefits package and comprehensive salary. Fax resume to: Ms. Eremita FS Tool Corporation (905)475-0347

**NORTH POINTE**  
REQUIRES:  
**LOT PERSON**  
To wash cars  
**EVENINGS & WEEKENDS**  
Must be neat and clean & have valid driver's license. Hours to be arranged  
Fax resumes to the attention of: Brian McPake, New Car Manager (905)294-9858