

525 office help

525 office help

525 office help

530 sales help & agents

530 sales help & agents

530 sales help & agents

545 teaching opportunities

545 teaching opportunities

510 general help

We are a rapidly growing distribution company in the Canadian Natural Gas Industry with immediate openings for the following positions in our Aurora office.

Customer Service Representative

- Strong mathematical/analytical background
- Proficient in Microsoft Office '97
- Your responsibilities include servicing all aspects of customer needs through your acquired knowledge of all product lines
- Generate weekly and monthly reports; varied administrative duties
- 3-5 years experience preferred

We offer competitive salaries & extensive benefits packages. If you have the energy and necessary job tools to contribute to our fast-paced growing company, then please fax your resume to the Attention of the General Manager at: **(905)727-6077**

FULL TIME OPPORTUNITY!

Work with the best hardware and software tools available while becoming a key player in a creative and motivated administration team. The Global-Matrix IT Department is currently recruiting for the position of **Administrative Assistant**. Working directly with the IT staff, you will be assisting with all related functions.

Required Skills:

- Advanced skills in Microsoft Office Applications, particularly Excel & Word
- Good understanding of Microsoft Outlook email
- Strong communication skills both verbal and written
- 4 years Administration experience
- Organized self-starter
- Experience with Access Databases and Crystal Reports an asset
- Knowledge in the travel industry a definite asset

Interested candidates should submit their resume to:

Global Matrix
7550 Birchmount Road
Markham, Ontario L3R 6C6

Attention: Human Resources
or FAX (905)479-5420
or visit our Website:

www.global-matrix.com and apply online

We thank all applicants in advance and advise that only those selected for an interview will be contacted.

WHB Identification Solutions Inc. is looking for a Credit & Collections Clerk for a one year contract position.

**Credit & Collections Clerk
(One Year Contract Position)**

The successful candidate should have a high school diploma and 1-5 years of relevant experience or a combination of education and experience. PC skills are required, as are excellent interpersonal and communication skills and the ability to work in a team environment.

Qualified candidates are asked to forward their resumes in confidence to:

Human Resources Department
W.H.B. Identification Solutions Inc.

Fax: (905)764-3138

E-mail: elaine_moulton@bradycorp.com



Begin your sales career with an industry leader!

Lanier is a billion dollar document management company that promotes career development through in-depth, ongoing sales and business training.

Lanier recognizes, rewards and promotes achievers.

Lanier seeks confident, motivated university/college grads with an aptitude for sales and strong computer skills.

Lanier offers award winning products and services, an above average compensation plan, company paid benefits, car allowance, year-end achievers trip and management that cares.

To join the Lanier team and start your sales career, email your resume in the body of your message (no attachments) to Marc Flewelling at malfew@on.aibn.com or fax it to him at one of our GTA offices.

Toronto East Markham Fax (905) 513-9040
Toronto West Mississauga Fax (905) 624-9570
Burlington Fax (905) 335-5092

Visit us on the Web at: www.lanier.com



THE BAY - MARKVILLE

is seeking two friendly, business oriented Sales Associates for the following:
1 F/T Cosmetic Counter Manager
1 P/T Fragrance Associate.
Fax: (905)513-0641
Attention: Linda Ivic



RETAIL GOLF STORE

- Full / part times sales staff required
- Knowledge of golf a must
- Experience in sales/ dealing with customers

Fax resume to: 905-946-1731
Attn: Diane Smith

535 hospital medical, dental

535 hospital medical, dental



PHYSIOTHERAPIST

Registered, Full or Part time available at our Unionville office. Manualtherapy/ McKenzie skills required.
Fax resume to: Jennifer Hicke at: (905)471-3751

540 hotel restaurant

540 hotel restaurant

OLD COUNTRY INN

requires immediately.
• **WAITRESS/WAITER**
Experienced only need apply.
Apply in person
198 Main Street, Unionville
905-477-2715

NOW HIRING
Manager and Staff.
Full time and part time positions
Ask for Frank at:
Mrs. Vanelli's Pizza,
Markville Mall Food Court
or fax resume to: (905)513-8732

540 hotel restaurant

La Grotta on Main is now hiring **DISHWASHER/ PREP PERSON/ SERVERS**
Apply in person to: 205 Main Street Unionville

COOKS HELPER
F/T permanent position available in food service. No experience necessary. Apply by phone: (905)475-9611

510 general help

BICYCLE ASSEMBLER
with own tools and car. Experienced. Full time. (905)886-2144

DOG GROOMER
with finishing experience.
Resume to: Box 4626 c/o Economist & Sun 9 Heritage Rd. Markham, ON L3P 1M3

GENERAL LABOURER
required immediately. Must have own vehicle. Hourly rate negotiable. Call Linda (905)472-6515

M/F Light Duty Commercial Grounds Maintenance.
Own transportation needed. \$10/ hour. (905)642-9707

Preschool in Markham requires:

ECE TEACHER Immediately

Fax resume to: (905)948-1785

Canadian Centre for Academic Enrichment

Come Join Our Team!

We're currently hiring **Primary & Intermediate Teachers Part-time Positions**
Please call (905)940-9768

510 general help

510 general help

LIGHT INDUSTRIAL Long Term Temp.

Must have 6 months working exp. & safety steel toed boots. \$8.00-\$9.00/hr.

You can apply on Thursday, May 11th at the HRDC, 465 Davis Drive, Suite 100 in the Tannery Mall, between the hours of 9:30am-2:00pm **STAFF PLUS**

Fast growing, progressive retailer has immediate openings in the GTA for:

MANAGERS ASSISTANT MANAGERS SALES ASSOCIATES

Competitive rates & excellent benefits. Great opportunities for advancement.

Apply in person to:

Human Resource Manager
The Salvation Army
Toronto Recycling Centre
150 Rainside Rd., North York
or fax resume to: 416-510-8019

WE FIND THE BEST IN EVERYONE AND PUT IT TO WORK...

Manpower Services has light and heavy industrial opportunities available immediately.

We have short and long term assignments available in Newmarket, Aurora, Markham, Richmond Hill & Concord. Choice of shifts.

At Manpower we offer competitive pay rates ranging from \$8 - \$12 per hour, benefits and training.

REGISTER TODAY ... AND WORK TOMORROW!

Please call or drop by our office to complete a preregistration questionnaire. We look forward to meeting you to discuss how working for us can work for you.



16775 Yonge Street, Suite 211
Newmarket (corner of Yonge and Mulock)
905-715-7714 or 1-800-567-6443

530 sales help & agents

535 hospital medical, dental

540 hotel restaurant

SALESPERSON
Required in automotive aftermarket. Commission basis. Vehicle required. Call Bob, (905)472-9895

RN'S RPN'S & PSW'S
Required now



for all shifts
NHI Personnel
(416)368-9871
Downtown
(416)754-0700
Scarborough
Nursing Students Considered

BUS PERSON
Required for restaurant in Unionville.
Call: 905-305-6769

540 hotel restaurant

WAIT STAFF
Required for restaurant in Unionville. 3 years experience. Fax resume to: 905-640-8831

MILLIKEN RESTAURANT
now hiring Part & Full Time. Experience preferred, will train. Must be fluent in English & willing to learn. Apply in person: 7725 Birchmount Rd. Unit #18 (at 14th Ave.)

KITCHEN HELP

wanted immediately for Catering Company. Full/ Part Time. Warden/ Steeles Area. Call: (805)474-0597

PART TIME WAREHOUSE JOB

available. Mon-Fri: 5-9 pm. Fax resume to: (905) 470-6958

Save The Rouge is Hiring CANVASSERS

Starting June 1, 2000 Mon-Fri, 4pm-10pm. \$300/wk salary plus bonuses if potential is reached. Fax resume to: Mary Ann McCrone 416-282-5231

Pactiv, a manufacturer and supplier of specialty packaging to the food service, food processing and grocery industry is seeking:

Qualified, experienced **Shippers, Receivers & Warehousing** personnel to work in our newly constructed facility in Vaughan. Forklift experience an asset. Competitive salary and benefits. Fluent in English.

Fax or mail your resume to:

Pactiv Canada Inc.
3471 McNicoll Ave.
Scarborough, ON M1V 4B8
Fax: (416)321-3930

