

# york region

# CAREERS

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Join the Growing Trend in Natural Health Care!

**"Be self employed as a Registered Massage Therapist or Naturopathic Doctor"**

Enroll NOW for the October 2000 Prep Course  
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**Need help with your job search?**  
Talk to our experts  
**No cost ... anyone can call**

Employment Services in York Region/Bradford

Bradford Horizons 778-9058	Keswick Job Skills 476-8088	Markham Job Skills 948-9622	Newmarket Seneca College 898-6199
Newmarket Human Resource Centre 953-4039	Richmond Hill COSTI 884-5235	Richmond Hill YMCA 780-9622	Vaughan COSTI 856-7728

Programs & Services funded by:  
Human Resources Development Canada / Développement des ressources humaines Canada



**E-COMMERCE SYSTEMS DEVELOPER**  
New full time program leading to E-Commerce certification. Includes mastering Website planning, building and designing skills. This fast paced, industry driven program is ideal to open new IT career doors. Funding (Incl. E.I.) available to qualified.  
For \$500. coupon and info. call John 905-721-3340

**505 careers**  
A leading charitable organization seeks **Business Coach/Trainer** in the Markham area. Adult education experience an asset.  
Fax resume to: **Maureen Catania (905)948-8737**

**\*OPPORTUNITY\***  
The Federal Government is offering a grant of up to \$400 per year per child to help Canadians save for a child's post secondary education. Heritage (RESP) is now hiring **Sales Representatives** in the Markham/ Stouffville area to support the increased demand. Earn while you train, lead support and marketing tools provided. Very generous compensation package. Previous sales experience an asset. Car a must.  
Call Heritage at: **(905)707-6630**  
or Fax resume to: **(905)707-1078**

**ACCOUNTANT/ ASSISTANT ACCT.**  
Busy Markham Accounting office requires Personnel for an entrepreneurial client base. Must have excellent working knowledge of CaseWare, Quickbooks, Taxbyte and Lotus. Salary will be commensurate with experience. Flexibility exists part time/ full time. Please send detailed resume with salary expectations to: **905-294-8861**. Provide preferred daytime/ evening phone number. Thank you for your interest, only candidates selected for an interview will be contacted.

**NEED HELP STARTING A BUSINESS**

Call YMCA Markham Business Centre  
905-948-9622

Or drop in at our Centre  
4855 14<sup>th</sup> Avenue, Unit 3, Markham, Ontario (between Kennedy Road and McCowan)



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**85% Success Rate**  
**ACADEMY OF LEARNING**  
Call to optimize your employment potential Available to any unemployed resident in York Region  
**THORNHILL JOB FINDING CLUB**  
Develop a successful job search strategy at no cost to you  
**905-707-7332**  
Partially funded by Human Resources Development Canada / Développement des ressources humaines Canada

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**YORK CATHOLIC DISTRICT SCHOOL BOARD**  
320 Bloemington Rd. West, Aurora, ON L4G 3G8  
Tel: (416) 221-5050 or (905) 713-2711 Fax: (905) 713-1809  
**WEB CLERK**  
As part of the communications team, you will maintain the Board's Web site in this permanent, part-time opportunity, working three days per week. This will involve proactively gathering content, updating/improving Web content and design, re-writing text, plus clerical duties. Your post-secondary education or related experience, preferably in the field of computer science and/or Web design, is accompanied by strong writing and interpersonal skills and a good graphic sense. Desktop publishing skills are an asset. Your hourly salary will range from \$19 to \$23, depending on experience.  
Written applications outlining qualifications, experience and professional references will be accepted until **September 27, 2000**, and should be mailed, faxed or e-mailed to: **Sheila Haley, Senior Manager, Human Resources, E-mail: mertenk@ycdsb.edu.on.ca**  
Elizabeth Crowe *Chair of the Board* Susan F. LaRosa *Director of Education and Secretary of the Board*

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**Heavy Equipment Mechanics**  
Hub Equipment, a progressive equipment rental company requires Heavy Equipment Mechanics with experience in the following areas:  
• Caterpillar • Hitachi • Volvo  
Company benefits include health, dental and insurance. Remuneration based on experience.  
Fax resume to **416-236-5424**

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**samaco**  
We are a dynamic national gift and tableware wholesaler located in Richmond Hill. We are looking for the right person to fill the position of  
**CUSTOMER RELATIONS SPECIALIST**  
Responsibilities include:  
- Supporting our major retail customers.  
- Processing of customer orders via E.D.I.  
- Communication with customers.  
- Meeting with major retail customers.  
- Supporting our Sales Managers.  
- Tracking and recording data concerning major customers.  
The requirements for this position are:  
- Excellent communication skills.  
- Excellent organization skills.  
- Excellent computer skills (Word, Excel, Access, Outlook)  
- Solid customer service experience  
- Experience in the gift and tableware industry is an asset.  
If you have the required skills and enjoy working in a friendly, fast paced team environment we would like to speak to you.  
Please fax your resume to **T. Carter at (905)731-0872**.

**CUSTOMER SERVICE ASSOCIATE**  
We have an exciting opportunity for a dynamic customer service professional.  
Qualified applicants will be fast learners, proven problem solvers with at least three years of customer service experience in a fast-paced, technical sales & service environment.  
General responsibilities include data entry, order processing, quotation preparation & customer inquiry assistance. The ideal candidate should also possess professional telephone manners, PC skills, strong attention to detail, able to multi-task and focus on the customer's needs. SAP experience an asset.  
Please fax your resume with a cover letter in confidence to: **Gayle Summerland**  
Fax # **905-762-8937**

Design Systems, a progressive company responsible for the design and manufacture of an exclusive line of women's fashions, has the following positions available in their Product Engineering Department:  
**EXPERIENCED MARKER MAKER & COMPUTER PATTERN MAKER**  
The successful candidates should possess the following qualifications:  
• 5+ years experience in the textile industry, with experience in cutting and marker making and pattern making in a high-volume production facility  
• Computer experience preferred (Gerber)  
• Good communication skills  
• Heavy lifting required  
• Vehicle required  
To apply, please fax your resume to: **(905)474-0877**  
We thank all applicants in advance, however, only those under consideration for an interview will be contacted.