

505 careers

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525 office help

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Engineering terminology like "debugging", "troubleshooting", "new designs" and "prototype" get certain types of people excited. If you are one of them, read this.

Every technology developer and manufacturer needs one. That key person, who lives to find out why some units fail and some succeed. This same individual looks at the process and has a view to making it better. They love conformance qualification testing, can perform electronic, mechanical and electro-mechanical assembly with ease and most importantly think that the role of Senior Electronics Technician is the best place to be in the company.

If this describes you, then keep reading!

You have 5 - 10 years of experience in a production/manufacturing environment and are fluent in the use of AutoCAD for electrical drawing. You have developed a wealth of experience in the use of various test equipment, environmental chambers and rolling demonstration/test units.

We are one of Canada's fastest growing technology firms, developing and producing GPS/Inertial Guidance products for clients around the world. Our staff retention record is enviable, our benefit and salary package excellent and the overall office ambiance and team outlook is top rate!

If this position is of interest to you, please submit your credentials for consideration to:

HR Manager
Applanix Corporation
85 Leek Crescent,
Richmond Hill, Ontario
L4B 3B3
Fax: (905) 709-6027
Email: hr@applanix.com



APPLANIX Corporation

PURCHASER

Tier 1 automotive supplier seeks an experienced Buyer/ Planner for inventory control and procurement. Must have automotive experience, computer literacy, preferably in access and be familiar with QS9000 procedures.

Salary commensurate with experience.

This is an excellent opportunity with a growing company.

If interested please contact

Rosanne Crawley at

Tenatronics Limited - Newmarket, ON

Telephone (905)895-4538, ext. 227

Fax: (905)898-7947

Email: rcrawley.tenatronics@attcanada.ca

RECEPTIONIST/OFFICE CLERK

Full time permanent person required for busy office near Hwy. 404 & 7. Duties include: order entry, invoicing, and accounts payable. Excellent benefits and working conditions. Fax resume to: 905-477-0025

RECEPTIONIST/TYPIST

Part time. Some real estate & computer experience preferred. Includes general office duties. Fax resume to Olga: 905-889-3322

OFFICE PERSON

required for busy, growing company located in Markham. Pleasant phone manner, excellent communication skills, and knowledge of computers an asset. Please fax your resume in confidence to (905)887-9973.

PART TIME RECEPTIONIST

2 days a week, general office duties, some computer experience preferred. Fax resume to: (905)513-5358

BILINGUAL CUSTOMER SERVICE - SOFTWARE

English/ French. Computerized Payroll/ Accounting. Excellent phone communications. Please send resume to: AK Microsystems, 30 Wertheim Court, # 16, Richmond Hill, ON L4B 1B9. No phone calls please.



FITNESS TRAINERS of ALL AGES

Professional Company seeking staff to instruct clients. One-on-One & Groups in-home/ corporate. Must be energetic, inspirational, professional, flexible, and have a strong desire to "help people reach their goals". All ages and all levels of experience will be considered.

If you....

have a valid driver's license & access to a car are Certified (if you are not certified but are extremely interested in this field, you may qualify for our extensive trainer prep/ education program)

possess great communication & organizational skills.

possess great personality!

Interested in working with Seniors, Menopausal, Athletic, Corporate lunch'n learn & other special populations? Group & One-on-One instruction

Please fax resume by Sept. 20/00, to:

Positive Edge

905-737-1617 Attn: Human Resources



YORK SOUTH ASSOCIATION FOR COMMUNITY LIVING CAREER FAIR

101 Edward Avenue, Richmond Hill, ON L4C 5E5
Phone: 905-884-9110 Fax: 905-737-3284

SEPTEMBER 20, 2000 7-10:00 P.M.
OCTOBER 4, 2000 7-10:00 P.M.

FULL and PART TIME

Community Support Worker Positions Available

We are seeking enthusiastic and creative individuals to join our multi-disciplinary team. Successful applicants will be responsible for providing supports, in residential or day settings, to adults who have developmental disabilities.

If you have a relevant qualification, post secondary education in a social sciences and/or two years post-qualification experience providing community based services focused on enhancing people's quality of life, we would like to hear from you. You must have valid driver's licence and the ability to acquire your Class F licence.

Applicants with resumes will be invited to meet with a member of the YSACL team and review positions available at the Career Fair.

Positions include:

Table with 2 columns: Position and Start Salary. Includes Full Time Night Support Worker, Full Time CSW - 40hr. Weekend, Full Time CSW - Days, Full Time CSW - Residential, and Part Time for all positions.

If you are unable to attend our Career Fair, please fax your resume with a cover letter to our Richmond Hill office: 905-737-3284, Attention: 00-64 CAREER FAIR. No telephone inquiries please.

COLLECTIONS/TRACE & CUSTOMER SERVICE

Wanted: Energetic career minded individuals to join our growing company. Both FT and PT positions available. Effective communication skills essential. No experience necessary, full training provided. Great opportunity for those with retail, telemarketing or call centre experience. We offer competitive salaries and benefits. Located at 404 and 16th Ave, Richmond Hill.

Phone Human Resources at 905-780-3403 or fax resume to 905-780-8686. TCR

TELE-MARKETER

Ensil International Corp. is North America's largest multi-discipline printed circuit board repair organization serving defense, medical, aerospace, telecommunications, mainframe, industrial/robotics industries. As part of its business plan Ensil is expanding its sales and marketing department.

To qualify you should be an exceptional communicator with a solid understanding of sales process. Equally important you are a self starter who excels in salesmanship and customer satisfaction.

If you are selected for this position, you will be remunerated with an above average salary, year end bonus, monthly commission, medical benefits, candidacy for share options plan and a generous annual paid vacation.

Please fax resume in confidence to 1-800-565-5329 or apply from www.ensil.com

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BUSINESS OFFICE MANAGER

Full Time
3rd or 4th level
CGA/CMA

Call for job details
TORONTO WALDORF SCHOOL

Tel: 905-881-1611
Fax: 905-881-6710

general@torontowaldorfschool.com

FAST TRACK YOUR CAREER

Great opportunity for a cheerful, high energy, very outgoing person, with outstanding communication and telephone skills to assist Doctor in providing superior health care. Great hours. Excellent training provided. If you are a recent university grad or other ambitious individual, this is for you!

Apply in person

West Chiopracctic Clinic
4747 Hwy. #7 East, Unionville

RECEPTIONIST for busy Markham office. Some typing. Must be fluent in English. \$13.00 per hour. Please fax 905-474-1611

LEGAL SECRETARY for Markham law firm. Preference given to someone with law firm experience & bookkeeping knowledge. Fax resume to: 905-479-3625.



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535 hospital, medical, dental

RECEPTIONIST/ SECRETARY F/T, req'd for busy R.E. office. Strong command of the Eng. and excellent telephone manner a must. Typing skills and knowledge of WP, excel, and Internet a necessity. R.E. exper. an asset. Fax resume to: (905) 477-0505

F/T SR. ADMINISTRATOR

Req. for a group benefits provider located in Markham. Experience in group benefits is a requirement. Must be computer literate with knowledge in MS Office. Good communication skills & the ability to handle customer inquiries in a professional and efficient manner. Fax resume to: (905)477-2249

ADMINISTRATIVE ASSISTANT/ RECEPTIONIST

Busy Markham office has immediate opening for Administrative Assistant/ Reception. Excellent communication and basic computer skills. Training provided. Salary from \$10./ hr. Fax 1 page resume to: (905)305-9902

LONGMAN'S MARKHAM DODGE CHRYSLER JEEP

Longman's Markham Dodge requires immediately.

PART TIME RECEPTIONIST/ ASSISTANT

Monday to Friday 9 a.m. - 1 p.m. Must have excellent telephone manner. Willing to train. Please fax resume to: (905) 471-7682

Bilingual French/English RECEPTIONIST

We are looking for a team player who is customer service oriented. Must have excellent communication & Organizational skills and be computer literate. Markham/Finch area. Fax your resume to: (416)-293-4225

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



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

540 hotel restaurant

Family run Italian Eatery. Requires mature help for short order cook. Full-time or part-time. Please call (905)472-8564

WAIT STAFF

A.M. BUS PERSON P.M., part time for restaurant in Markham. Call (905)305-6769