

# 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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**You too can Optimize your Job Search by Implementing Current Job Search Strategies**

**ACHIEVE SUCCESS!**

**Call the THORNHILL JOB FINDING CLUB**  
905-707-7332  
seats are limited

**Job Finding Club**  
A New Way to Work

Any unemployed resident of York Region or Bradford/ West Gwillimbury is eligible to participate in the Job Finding Club. The Thornhill Job Finding Club is operated by ACADEMY OF LEARNING.

Funded by:  
Human Resources Development Canada    Développement des ressources humaines Canada    **Canada**

**PART TIME COMMUNITY EDUCATOR**  
The Canadian Mental Health Association, York Region Branch is seeking a dynamic and innovative individual to deliver mental health related educational workshops to students in classrooms, teachers, the community and corporations. This position requires flexible hours, up to 20 per week.  
Qualifications: Degree or diploma in Social Services, Mental Health or Health related field. 3 years experience in one or more of the areas of Community Education, Teaching, Health Promotion and Public Speaking.  
A vehicle is required.  
Please forward resumes by December 22, 2000 to:  
Admin/HR Coordinator  
CMHA, York Region  
200 Davis Drive  
Newmarket, ON L3Y 2N4  
Fax: 905-898-4390

*We thank all applicants for their interest, but we are only able to contact those under consideration.*  
A member agency of United Way of York Region.

**\*FLEXOGRAPHIC PRESSMAN (M/F)**  
**\*FLEXOGRAPHIC PRESHELPERS/BLOWN FILM EXTRUDER OPERATORS**  
**\*BAG MACHINE SETUP TECHNICIANS**

We are a leading flexible packaging company located in Brampton and we are looking for the above mentioned personnel to share in our rapidly growing industry. We offer very competitive wages and benefit packages for reliable, enthusiastic, career oriented individuals.

**Please submit your resume in confidence to:**  
The Direct Plastics Group  
2074 Steeles Avenue East #2  
Brampton, ON L6T 4Z9  
Attn: Mr. Ross Schedewitz  
Fax No. 905-793-4070  
(No phone calls please)

**NEED HELP STARTING A BUSINESS**

Call YMCA Markham Business Centre 905-948-9622

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

**Y**  
YMCA  
Programs are available at NO COST to individuals who meet specific criteria

Human Resources Development Canada    Développement des ressources humaines Canada    **Canada**

**Newmarket and District Association for Community Living**

Do you like...flexible hours, working with an enthusiastic and committed team; sharing new and creative ideas; participating in community activities? If so, NDACL may be just for you!

We are looking for people to provide support to individuals with a developmental disability who are living in their homes. Several weekend shifts as well as some weekday and evening shifts are available.

If you are a college student pursuing a career in Social Services, have some experience working with developmentally disabled individuals, or feel that your life experiences would qualify you for this work, please send your resume to:

**NDACL**  
757 Bogart Ave.  
Newmarket, Ont. L3Y 2A7  
Fax: (905)898-6441  
email: [ndacl@ndacl.com](mailto:ndacl@ndacl.com)  
Website: [www.ndacl.com](http://www.ndacl.com)

**Member of United Way of York Region**

**Lube Technicians**  
required immediately  
Part and full time.  
Please fax resume to:  
905-471-8869

**PEOPLE DO READ SMALL ADS.**

**TO PLACE YOUR AD CALL at 1-800-743-3353**

**Student Express**

Progressive growing company in Richmond Hill.

**LICENSED DIESEL MECHANIC**

- Monday to Friday (days)
- New school bus fleet
- Modern well equipped shop

Fax resume to: Student express 905-883-6667

**QUALITY ASSURANCE INSPECTOR**

A leading distributor of fastener and electronic hardware in Richmond Hill, has an immediate opening for a quality assurance inspector.

Qualification requirements include: grade 12 education plus post secondary courses in quality assurance. Must be computer literate and experienced in the ISO 9000 series of quality standards and inspection in a mechanical, manufacturing environment.

**Please send resume to: Box 4651, c/o The Markham Economist & Sun, 9 Heritage Rd., Markham, ON L3P 1M3**

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The Region of York's Community Services & Housing Department has an opening for a **Senior Document Specialist**

The successful candidate in this position undertakes responsibilities for developing, producing and distributing department manuals, newsletters, marketing and other material through hardcopy, publication, and electronic media. Your experience in developing, designing and publishing manuals, marketing publications, intra/internet communications and web site content coupled with your university education in the communications field and professional designation in technical writing/technical communications have prepared you for this challenging position. You have strong computer skills with a variety of software applications including desktop publishing, Quark, graphics, Acrobat, HTML and communications software products. You possess excellent interpersonal, organizational, time management and presentation skills and enjoy working in a fast paced environment where you can apply your abilities in project management, team work, and creative problem solving in a constantly changing environment.

Quoting competition #000835, submit resume by December 15, 2000. This is a CUPE Local 905, York Region Unit position. We thank all applicants for their interest, but wish to advise that only those candidates 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](mailto:yrkhr@region.york.on.ca)

**York Region**

**515 skilled & technical help    515 skilled & technical help**

**Automotive Repair Equipment manufacturer requires:**

- Customer Service Representative:** Inside position. Customer service and telemarketing duties. Must be bilingual, English/ French.
- Assemblers:** Small hand tool dexterity.
- Service Person:** Hydraulics experience. Fork lift experience would be applicable.
- Paint line Helper:** To load/unload conveyor-type paint line, clean and deburr parts.

**Apply to: Box # 4650, C/o The Markham Economist, 9 Heritage Rd. Markham, On. L3P 1M3**

**Security Technicians**  
Interested in an exciting career? A Security and Fire Alarm Company located North of Richmond Hill currently has 2 Security Technician positions available. Minimum 2 years verifiable experience and valid drivers license required. Must be insurable and bondable. Pay commensurate with experience.  
Fax resume to: (905)727-1035

525 office help    525 office help    525 office help    525 office help

**Make the Call**

Minacs Worldwide is the largest customer contact centre outsourced service provider in Canada, employing approximately 2000 people across North America. Within one of the fastest-growing industries today, we're recognized as the leading provider of Customer Relationship Management Solutions. Our clients, some of the world's largest corporations, depend on us for world-class service and, in turn, our world-class employees deliver.

**Corporate Receptionist**

We are looking for a professional Receptionist for our corporate head office in Markham. Prior reception experience and a mature attitude will be valued in this position, as the role encompasses directing incoming calls, responding to inquiries, greeting visitors and providing a high level of administrative support as required. An intermediate level of computer literacy with MS Word is essential, accompanied with a basic level of Excel and PowerPoint.

The successful candidate will enjoy a competitive remuneration package in a bright and modern working environment plus the support of a dynamic team of professionals. Qualified individuals are invited to forward resumes, quoting file # 00-268, by fax to (905) 415-1605 or by e-mail to: [aveloce@minacs.com](mailto:aveloce@minacs.com). For more information, visit our website at the address below.

**(minacs) WORLDWIDE**  
ADVANCING CUSTOMER COMMUNICATIONS

Visit us at [www.minacs.com](http://www.minacs.com)  
We are an equal opportunity employer.

If you're looking for a new challenge, or a better opportunity, then make the call! Minacs Worldwide is a leading force in customer relationship management. You could become part of a dynamic company in one of the fastest growing industries today.

**JUNIOR POSITION**  
We are looking for an assistant to the MIS Manager. Duties include data entry. Must have good understanding of MS Office and Windows. Office located Woodbine/Steeles area.  
Email resume to: Mr. J. Rotolo, [jrotolo@ckn-inc.com](mailto:jrotolo@ckn-inc.com)

**RECEPTIONIST**  
Responsible for greeting visitors and directing incoming calls in addition to performing general clerical duties which require experience in PC's. Excellent interpersonal communication skills, professional appearance essential.  
Fax resume to: (905)477-6592