

505 careers

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525 office help

525 office help

532 retail sales help

532 retail sales help

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**CINTAS** **NEWMARKET**  
 THE UNIFORM PEOPLE

**FACILITY SERVICES SALES REPRESENTATIVE**  
 We know the right sales people are out there and what exactly are we looking for? Individuals who are extremely competitive by nature, highly motivated, career oriented and possess a strong work ethic. We employ an excellent service team whose responsibilities include maintaining our existing accounts; therefore your duties would be to constantly generate new business with a very short closing cycle. You must have a minimum of 2 years sales and cold calling experience, with a proven sales record for generating new business. Industrial sales background is an asset. Compensation: \$50,000 - \$70,000+ car, gas, maintenance allowance, excellent benefits and profit sharing.

**SALES ASSOCIATE**  
 Highly motivated, fresh thinking individuals who wish to excel both personally and professionally within a growing company. 1-2 years sales experience along with cold calling is a must. Compensation: \$33,000+ car, gas, maintenance allowance, excellent benefits and profit sharing.

**SERVICE REPRESENTATIVE**  
 I'm looking for more than just a driver. You must possess a valid driver's license with a clean abstract, some sales experience, excellent customer service and communication skills, and be physically fit, capable of lifting 50-70 lbs. on a repetitive basis. Compensation: \$35,000 - \$70,000+ excellent benefits and profit sharing.

Please apply in person or forward your resume to:  
**Pat Jennings, Human Resources**  
 255 Harry Walker Parkway South  
 Newmarket, ON L3Y 7B3  
 Call: (905) 853-4409 or Fax: (905) 868-8090  
 Email: jenningsp@cintasmail.com

**WOODBINE**  
 CHRYSLER

In Markham  
 Is currently looking for a  
**Part-time Receptionist**  
 Evenings and Saturdays.  
 Please fax resume  
 Attn: Sandy Longman  
 Fax: 905-415-2001

*Ganz, leading the way with distinctive giftware and lasting customer satisfaction, currently requires...*

**Credit & Collection Reps**  
 A minimum of 2 years experience in performing credit investigations, setting credit limits, and collecting accounts in a computerized credit environment is required. Persuasive collection skills are essential with exposure to U.S. commercial accounts preferred.

**Purchasing Agent**  
 We are looking for a Purchasing Agent with several years experience in purchasing, forecasting, and inventory control. Our successful candidate will possess strong communication and organizational skills along with exposure to Lotus, WordPerfect, and AS/400. Experience dealing with Far East suppliers is a definite asset.

*Other general office positions available*

Please forward all resumes, including salary expectations, to: Human Resources Department, Fax: (905) 856-4647, e-mail: hrcanada@ganz.com Web-site: www.ganz.com No phone calls, please.

**GANZ**  
 1950 - 2001

**OLD NAVY IS HERE... AND WE'RE HIRING!**  
 Do you have exceptional talent, uncommon drive, and outstanding customer service skills?  
 Old Navy is now hiring  
**SALES ASSOCIATES**  
 Join our team and work where shopping is fun again.  
 Apply in person at the hiring sites below  
**Monday to Saturday, 10 a.m. to 7 p.m.**  
**February 19 to March 10**  
 Toronto Eaton Centre, Toronto  
 Promenade Shopping Centre, Thornhill  
 Upper Canada Mall, Newmarket  
 468 Bayfield Street, Barrie  
 City Centre Bramalea, Bramalea  
 Erin Mills Town Centre, Mississauga  
 Best Western Hotel at 730 Hespeler Road, Cambridge  
 Lime Ridge Mall, Hamilton  
 Burlington Mall, Burlington  
 Eglinton Town Centre (Warden & Eglinton), Scarborough  
 Markville Shopping Centre, Markham  
 Oshawa Centre, Oshawa

Old Navy Canada Inc. is committed to equal opportunity employment.

**OLD NAVY**

525 office help

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**SUPERIOR OFFICE HELP REQUIRED**  
 Growing promotional products company located in Markham, requires a full time office assistant. Candidates MUST have the following skills:

- Complete fluency in English.
- Computer proficiency in WordPerfect and Excel.
- Superior organizational and follow up abilities.
- Capability of working with minimal supervision.
- Non-smokers only

Please fax resume with salary expectations to 905-477-8380 or e-mail to dale@corplogo.com.  
 \*No agencies or phone calls.

**ACCOUNTING GENERALIST**  
 At least 5 years general accounting experience, preferably in an engineering or professional services background. Self-starter, able to multi-task. Ability to handle and meet deadlines. Excellent people skills. Technical capability with Excel and Word. Enrolment in a recognized accounting program is a definite asset.

**Duties will include**

- > handling time and expense based invoicing through billing dockets
- > collection and receivables management in a large-client basis
- > handling work-in-process, including project profit analysis and projection
- > general ledger functions including journal entries, account reconciliation, and analysis
- > preparation of schedules, review of financial information/expenses

Please fax resume to: 905-940-4778  
 Visit our Website, www.colteng.com

525 office help

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535 hospital, medical, dental

535 hospital, medical, dental

**Document Analysis/ Comprehensive Data Entry**  
 using Windows based Litigation Support Software. Litigation exposure an asset. Markham. \$15/hr Temp and Perm positions available immediately.  
 Fax resume to: (905) 940-6564

**MEDICAL EXAM CO-ORDINATOR**  
 with the ability to work in a fast paced environment, strong organizational skills, excellent customer service and telephone manner required. General computer/internet experience required. A medical background would be an asset.  
 Fax resume to: Manager  
 (905) 948-9464

**RECEPTIONIST/ SECRETARY**  
 Required for Markham's largest Business Centre. Job share, part time position. FLEXIBILITY AND AVAILABILITY a must. Min. 45 wpm, Excel and Word. Excellent command of English, oral/written. Permanent contract \$14/hr.  
 Fax 905-946-8971

**SHOPPERS DRUG MART**  
 PHARMACY ASSISTANT needed at large Shoppers Drug Mart in Markham. Full time. Experience preferred. Flexibility an asset.  
 Fax resume to: 905-640-7924

**No Shifts - Days Only  
 No Weekends - \$12 To Start  
 Good Money Incentives**

**Customer Assistants** Job Code: CA/23  
 Customer Assistants Required In Markham Pc Assembly Plant. Training Provided.  
 Above Average Communication Skills verbal and written required.  
 3D Microcomputers  
 150A Bullock Drive, Markham  
 Please fax cover letter and resume to Vanessa at:  
 905-472-6633 or Call (905) 472-8822, ext. 211

530 sales help & agents

530 sales help & agents

**LONGMAN'S**  
 MARKHAM DODGE CHRYSLER JEEP is looking for professionals to join our growing sales staff.  
**Applicants should be:**  
 •Ambitious  
 •Energetic  
 •Customer satisfaction oriented  
 We offer strong management support, demo plan, full benefits, excellent working environment.  
 Please fax resume to: 905-471-7682  
 Attn Steve Depelteau

540 hotel restaurant

540 hotel restaurant

**Upscale casual dining room in Markham now hiring EXPERIENCED SERVERS**  
 Please fax resume to:  
 (905) 471-4318

**Stouffville area**  
**F/T CUSTOMER SERVICE**  
 Required for fast-paced business. Good people skills and computer experience required. Company offers good benefit package. Forward resume to:  
 Box # 12  
 c/o Era Banner,  
 580 B Steven Court  
 Newmarket, Ontario L3Y 4X1

**GREENBELT VOLKSWAGEN**  
**SALES ASSOCIATES WANTED**  
 Highly motivated, self-starter, experience an asset, positive attitude, and commitment to hard work. Excellent pay/structure/benefits

**RECEPTIONIST/ GREETER**  
 Friendly/energetic person, with excellent communication skills, good command of English and a pleasant telephone manner.  
 Please fax resume:  
 905-477-7530

545 teaching opportunities

**Town Centre Montessori Schools**  
 • Experienced Montessori Teachers & Assistants  
 • Receptionist  
 • French Teacher  
 Fax resume:  
 905-474-3113

**Customer Service - Order Desk**  
 Markham exporter of Health Care Products is currently seeking a CSR. As a team player you will use your superior customer service philosophy to assist customers with their inquiries and to help resolve problems.  
 The ideal candidate will possess experience working in a CSR. Above average communication skills are essential, capable to handle a variety of tasks of a small business. Computer literate. Office with no smoking policy. \$12.50/hr.  
 Please fax your resume to  
 Wellness Innovations 905-477-5329

**Insurance Broker**  
 Markham requires RIBO/Personal Lines CSR. Salary and benefits according to experience.  
 Please fax resume to:  
 905-479-7911 Attn: Paul at Dermody Insurance Brokers

**Please Recycle**

535 hospital, medical, dental

535 hospital, medical, dental

**REGISTERED NURSES NEEDED**  
 (new pay rates & premiums)  
**FULL-TIME AND CASUAL POSITIONS**  
 If you enjoy a proactive setting, autonomous practice and are tired of rotating shifts join our team at Aurora Resthaven. We offer our staff a full benefits package including uniform allowance, payout of unused sick time and much more. Submit resume to:  
 Aurora Resthaven  
 332 Mill St.  
 Aurora, ON, L4G 2R9  
 or fax to: 905-727-6299

**OLD COUNTRY INN**  
 requires immediately:  
 • **COOK** • **WAIT STAFF**  
 Apply in person  
 198 Main Street, Unionville  
 Or call: 905-477-2715

510 general help

510 general help

**FULL-TIME SHIPPER**  
 Position for order picker with min. of 3 years experience for busy Markham warehouse. Heavy lifting involved. Please forward resume with 2 references to the attention of Shipper Supervisor by Feb. 23rd.  
 Fax: (905) 477-9779