

york region

## CAREERS

Your community career choice • Serving York Region through The Era-Banner, The Liberal, The Economist &amp; Sun &amp; The Advocate

Monday - Friday 8:00 am - 6:00 pm

1-800-743-3353

www.yorkregion.com

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TOWN OF GEORGINA  
CAREER OPPORTUNITY

## TOWN PLANNER

We are seeking a results-oriented Planner to join our team of professionals in the Planning and Building Department. Reporting to the Senior Planner, the successful candidate will process, evaluate and prepare reports on various development applications, attend Council and Committee of Adjustment meetings to present reports; prepare amendments to and provide information/interpretation on the Official Plan, Zoning By-law and other planning related documents; attend subject lands for inspection, and provide general research and technical functions as necessary.

The successful applicant will possess a B.A. in Land Use Planning or an Honours Degree in a related discipline, provisional or full membership in the Canadian Institute of Planners, a minimum of two years relevant professional planning experience, excellent organizational, analytical, investigative, problem-solving, and written/verbal communication skills, and a valid Ontario Class G Driver's License.

The Town offers a comprehensive benefit package and a supportive work environment. Wage rate \$755.08-\$838.98 per week.

Qualified applicants are invited to submit a detailed resume in confidence no later than Tuesday, July 17, 2001 to Human Resources Manager, Town of Georgina, 26557 Civic Centre Road, Keswick, ON L4P 3G1. Fax (905)476-1957. (Please quote File: J2.2001-31)

*We thank all applicants and advise that only those individuals selected for an interview will be contacted. Personal information is collected under the authority of The Municipal Act and is used to determine eligibility for employment.*

## bulk barn

Position available with a progressive franchisor of 60 (and rapidly growing!) retail specialty stores. Offices located in the Beaver Creek Business Park in Richmond Hill.

## CORPORATE OFFICE ACCOUNTANT

Responsibilities include monthly account reconciliation & variance analyses. Assistance with preparation of budgets & forecasts. Direct responsibility for all aspects of the weekly payroll for approx. 50 employees. Involvement with the weekly cash collection for Bulk Barn Franchisee accounts.

Previous experience in a payroll position is a requisite for this position. A detail-oriented approach and excellent organizational abilities are a must. Intermediate knowledge of Windows and Excel, as well as a basic working knowledge of Microsoft Word, are required. Salary plus benefits commensurate with experience. Only candidates at a senior level of the CGA program will be considered.

This position requires exceptional interpersonal skills & a team approach to dealing with business issues. Please fax your resume to Luana Peters at Bulk Barn Foods Limited. Fax # (905)886-2722. No telephone calls, please.

*Canada's largest bulk food retailer and more.*

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## LEGAL SECRETARY

Fully experienced.  
Corporate and Real Estate.

Fax resume to:  
**(905)294-4004**

515 skilled &amp; technical help

## ROOFERS

Sub-contractor with pride of workmanship for shingles and flats re-roofing

Call:  
**416-781-6466**

## Cold Web 2nd Press Persons

Only exp'd on Ventura 25 or Goss Community Web Press need apply. Shift work, benefits. Exc. working cond. Q.E. Web Printing Oakville  
Fax: 905-827-2308  
Tel: 905-827-2306

## CABINET MAKER

exp. for small shop in northeast Scarb. Store fixture exp., an asset. Call 416-332-4774 btwn: 9:30-4:30 or fax resume with wage expt. to 416-332-4994

## CONCRETE PLANT TECHNICIAN

Immediate opening. No experience necessary. In/outdoor work. Training provided \$12.00/hr. Fax resumes to Art: 905-640-5154

Please Recycle

MILLER THOMSON LLP  
Intermediate Accountant

Miller Thomson LLP, a prominent national law firm with offices in Toronto, Vancouver, Calgary, Edmonton, Markham, Whitehorse and Washington D.C., is seeking an Intermediate Accountant in our Markham office.

As a member of the accounting team, the primary responsibility of this position will be to assist in the preparation and analysis of financial reports.

Preference will be given to 4th level CGA/CMA students with 3-4 years of general accounting experience. Experience working in a law firm would be an asset. The successful candidate must have the ability to work in a fast paced environment and manage multiple priorities. Proficiency in Excel is required. Working knowledge of Elite or a comparable financial system is preferred. This position requires strong communication and analytical skills.

If interested, please forward your resume in confidence to:

Robyn Campol  
Manager, Human Resources  
20 Queen Street West, Suite 2500  
Toronto, Ontario, M5H 3S1  
Fax No.: 416-595-8695  
E-mail: rcampol@millerthomson.ca

*We thank all applicants for their interest, however, only those under serious consideration will be contacted.*

509 drivers  
509 drivers

MARKVILLE FORD LINCOLN, Markham requires a Service Appointment Co-ordinator Monday to Thursday 10am-7pm, Saturday 9am-5pm. Automotive & ADP experience an asset. Excellent communication skills. Fax resume to 905-474-0952 or phone Cathy/Olav 905-474-1350

## AZ DRIVER NEEDED

40 hour week Good benefits. No touch freight.

Apply in person  
ATL INDUSTRIES  
5149 Durham Road 30  
Uxbridge, ON

## IN THE SPOTLIGHT

Your ad in the Classified section reaches the area's largest newspaper audience.  
1-800-743-3353

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

- 3-5 years experience preferred.
- Strong mathematical/analytical background
- Technical knowledge would be an asset
- Proficient in Microsoft Office97
- Your responsibilities include servicing all aspects of customer needs through your acquired knowledge of specific product lines
- Generate weekly and monthly reports, varied administrative duties

## Receptionist

- Pleasant, professional telephone manner
- Proficient in Microsoft Office97
- Strong verbal & written communication skills

We offer competitive salaries and 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 Controller at (905)727-6077.

## Pioneer

## SALES &amp; MARKETING ASSISTANT

A major distributor of electronic equipment in Markham has an opportunity for an enthusiastic team player to assume the role of Sales & Marketing Assistant.

The successful candidate will possess strong PC skills, including advanced Excel, Word, E-mail applications, database management, and Access, along with an aptitude for mathematics. Must be able to organize multi-task applications.

Applicant must possess excellent interpersonal abilities combined with strong oral and written communication skills. We offer a competitive salary.

Please forward your resume, stating salary expectations to:

Human Resources  
PIONEER ELECTRONICS OF CANADA, INC.  
300 Allstate Parkway  
Markham, Ontario L3R 0P2

Or  
Fax: 905-946-7427  
(No telephone calls please)

*(Only those candidates selected for an interview will be contacted)*

## QC COPY COORDINATOR

Temporary position to cover during medical leave - min. 6 months. Must have excellent computer skills and attention to details. Will deal directly with graphic arts and printer facilities. Some related experience an asset.

Fax resume attn: QC Dept.  
905-886-5434

## RECEPTIONIST/CUSTOMER SERVICE

Rosco Canada, a distributor of Products for the Entertainment Industry, is looking for a full-time Receptionist/Customer Service Person. We need a team player with initiative and the desire to work hard in a friendly environment. The candidate should be fluent in English with a quick learning ability and a problem-solving attitude. Duties will include answering the telephone, taking orders via phone and fax, entering orders into the computer system, interacting with customers and general office duties. Previous experience is an asset but not a necessity. Training will be provided.

Please fax resume to Angela Cumbers  
905-475-3351