

york region C·A·R·E·E·R·S

Your community career choice • Serving York Region through The Era-Banner, The Liberal, The Vaughan Citizen, The Economist & Sun, The Stouffville Sun/Tribune & The Advocate

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

1-800-743-3353

www.yorkregion.com

505 careers

505 careers

505 careers

505 careers

515 skilled & technical help

515 skilled & technical help

525 office help

525 office help

ADVERTISING SALES REPRESENTATIVE

The Markham Economist & Sun/Stouffville Tribune newspapers require an Advertising Sales Representative to work out of our office located in Markham.

Previous direct client sales experience a prerequisite, preferably with a magazine, newspaper or the print media industry. The successful candidate will have a determination to succeed in a competitive market.

You are well organized, an independent worker, have a strong service ethic and the ability to create and deliver convincing marketing presentations to prospective advertisers and to meet deadlines under pressure.

As an Advertising Sales Representative you will not only be representing the Markham Economist & Sun/Stouffville Tribune newspapers, but also Metroland Printing & Publishing Ltd., a leading company in community newspapers.

If you are interested in pursuing this career opportunity, please send your resume, in confidence, to:

Stephen Mathieu
Advertising Manager
The Markham Economist & Sun
Stouffville Tribune Newspapers
9 Heritage Road
Markham, Ontario L3P 1M3

MARKHAM
ECONOMIST & SUN
Stouffville Tribune

We thank in advance all applicants for their interest in this position. Only those candidates being considered for interviews will be contacted.

COLONIAL CHEV

17555 Yonge St.,
Newmarket

We have immediate openings for the following:

- **Licensed General/Trans. Technician**
Min. 3 years G.M. experience
- **Lube Tech**
- **Dispatcher/ Cash Office**
Contact: Brad Curtis
Fax resume: (905)895-6960
Or call: (905)895-1171
- Also
- **Experience Parts Person**
Contact: Dave Forsythe
Fax (905)895-6960
or call: (905)895-7018

Rapidly Growing Richmond Hill Company requires:

- **Licensed Millwrights**
 - **Licensed Tool & Die Makers**
 - **2nd & 3rd Year Tool & Die Apprentices**
 - **2nd & 3rd Year Millwright Apprentices**
 - **Fabricators**
- Fax resume to: (905)780-5703

MARKETING ASSISTANT

4 day work week. Swiss Herbal Remedies Ltd. is seeking a mature, experienced individual to fill the position of Marketing Assistant to the Manager, Marketing & Training. You must have a min. of 2 years experience in an office/ marketing environment. Your duties will involve direct communications with printers, ad agencies and media. Advanced computer skills are necessary for this position along with excellent communications skills. Bilingualism (English/ French) are definite assets. Clerical duties as assigned. Forward detailed resume with references to:

Human Resources,
Swiss Herbal Remedies Ltd.
35 Leek Crescent
Richmond Hill, ON L4B 4C2
or fax: (905)886-5434

Please no telephone inquiries. Only those selected for an interview will be contacted. Thank you.

RECEPTIONIST/ TYPIST

Busy real estate office. Full time permanent, must have: R.E. exp., Quick, MS Word min. 35 wpm. Opportunity to learn & grow, positive attitude, multi-task ability, team work & communication expert, customer service specialist.

Fax resume to:
Karen 905-470-7770

Promote your company's **INTERNET PRESENCE** in the Classifieds. Be sure to include your **WEB ADDRESS**

529 inside sales help

529 inside sales help

529 inside sales help

24 hour inbound Call Centre seeking dynamic and goal-oriented Customer Service Reps to join our growing team. Conveniently located in Richmond Hill near Hwy. 404 & 7, we offer a unique and progressive opportunity working with utility companies in the area of damage prevention.

WHAT DO YOU NEED TO BE SUCCESSFUL?

- ✓ Keyboarding 45 wpm
 - ✓ Excellent listening and communications skills (French an asset)
 - ✓ A positive, open-minded attitude
 - ✓ The ability to turn obstacles into opportunities
- WHAT'S IN IT FOR YOU?
- ✓ Challenging PAID training
 - ✓ Ample opportunity for growth
 - ✓ Medical/ dental benefits
 - ✓ A fun, team environment

If you are ready to build a new career with us, fax your resume today in confidence to Human Resources at 905-709-1711/ 1.800.400.8876 or email to occ_hr@yahoo.com

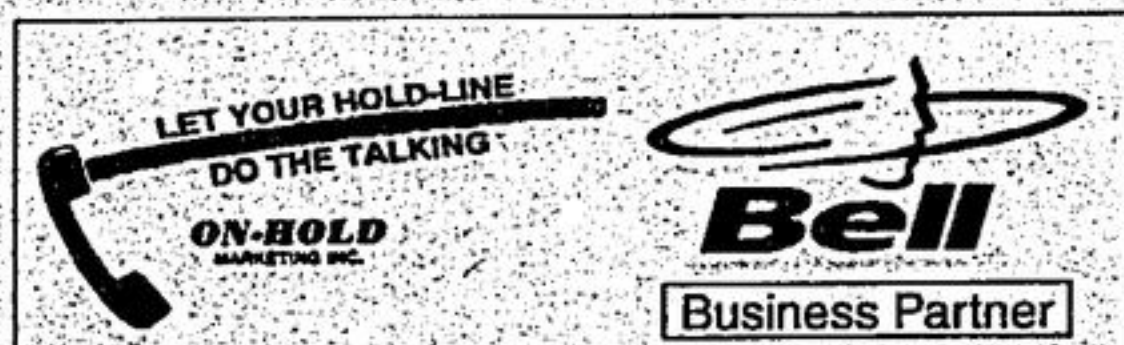
We are an equal opportunity employer
No agencies please.
Only successful applicants will be contacted

505 careers

505 careers

509 drivers

509 drivers



TECHNICAL ASSISTANT

Studio work, troubleshooting, customer service, courier prep. Pre-requisite: computer literate, organized, excellent English. Salary commensurate with ability. F/T Mon-Fri.
Call 905-479-1159 ext. 223 after 6pm

TELEMARKETING REPRESENTATIVE

Excellent English speaking skills. Up-beat, energetic personality. Business to Business. F/T Mon-Fri - \$10/hr.
Call 905-479-1159 ext 230 after 6pm
Located at Hwy#7 & 404 in Markham

DRIVER/WAREHOUSE ASST.

Part-time position (3 days/week) making local deliveries with one-ton cube truck and assisting in warehouse with shipping & receiving duties. Must be dependable and have an excellent driving record. Training will be provided. Please fax resume to:
Technic Inc. at 905-940-4470

515 skilled & technical help

515 skilled & technical help

METAL WORKERS

Imperial Smelting & Refining Co. of Canada Ltd.

We are growing quickly as a specialty metal manufacturer and require machine operators and trainees for several positions in our production area. Located in the Steeles/404 area in Markham, we offer stable employment, job variety, growth potential, competitive wages and benefits. Specific opportunities exist NOW for operators in the following sectors:

- **Sweep Processor** - Must be organized and able to work independently. Experience preferred, but will train.
- **Metal Working/ Machine Trainees** - Operators for cold rolling plate and strip, wire drawing and annealing.

If you like to work in a busy and diverse manufacturing environment, are reliable, punctual, bondable and fluent in English, we may have the job for you. We will train candidates who have the right skills and experience.

Please fax your resume to:
905-475-0703
or phone 905-475-6197

515 skilled & technical help

525 office help

WANTED BODY MECHANIC
For restoration of older car. Wanted part-time only.
Call Cam:
(905)640-4059

RECEPTION/ ADMIN.
For new home sales centre. 3-4 days/ week. (includes week-ends). Starting immed. McCowan/16th. Fax to: 905-475-8212

525 office help

525 office help

Data Entry/Account Administration

Markham company requires experienced individual for our Data Entry Dept. Strong computer skills, organization and time management skills a must. Reliable transportation and flexibility required.
Please fax resume to: 905-470-4115

LEGAL SECRETARY

Full-time for Markham law office. Min. 3 yrs. experience; working knowledge of software pertaining to Real Estate, Corporate & Estate law.
Fax resume to: (905)513-7147

A renowned builder in Markham requires
F/T Receptionist/ Clerical Staff
Starting \$10/hr. Must have experience in MS Word, Excel, excellent people skills and telephone manner.
Fax resume to: (905)479-1530

F/T SECRETARY

Req'd. Stouffville area. Benefits, casual atmosphere. \$400 per week salary.
Please fax resume to:
(905)640-7352

530 sales help & agents

530 sales help & agents

Richmond Hill's largest Call Centre needs **EXPERIENCED** full & part time, day & evening **TELEMARKETERS and SALES REPS**

- \$10-\$12/hr guaranteed +commission
 - Benefits available
 - Career opportunity with room for growth
 - Flexible hours -9am-12 midnight
- Please call Ian at (905)709-0919

532 retail sales help

532 retail sales help

On-line Store Manager

Good oral and written communication skills; digital photography, html knowledge, organized.
MS Word. E-mail resume to:
sheraton_antiques@hotmail.com

510 general help

FACTORY HELP

Able to lift 25kg., unload trucks, package parts in cartons, stack cartons on skids. Apply in person: 8 Steelescase Rd W. (Steeles/ Woodbine) 8am-4pm, M-F

Please Recycle



Advanced Tent Rental Ltd. Growing co. requires Operations Administrator

Duties include: assist Operations Manager in overseeing daily operations of warehouse and tent installation schedules. Must be highly organized; computer literate and fluent in English. Vehicle an asset. Full-time, salaried position including company benefits.

Send resume to: 91 Citation Drive., Unit 11 Concord, ON L4K 2Y8 or fax resume 905-660-7425 or email to: craig@advancedtent.com