

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

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EXECUTIVE SEARCH RESEARCHER

You will spearhead all recruiting research activities for one of Canada's pre-eminent executive search firms. A professional demeanor, creativity, a confident and persuasive phone manner, and tenacity will distinguish the chosen candidate. Some administrative support back-up will also be required. Computer literacy with Microsoft Word and Excel is preferred. This is an ideal role for a driven and confident individual to begin an exciting career in the executive search business.

Please reply in strictest confidence to:

Carmichael Birrell & Co.
15 Allstate Parkway, Suite 210
Markham, Ontario; L3R 5B4
Fax: (905) 470-8685.

E-mail: charlene@cbxsearch.com

Web Site: www.carmichaelbirrell.com

Only those candidates selected for an interview will be contacted.

CAREER-MINDED ACCOUNTANTS COME JOIN THE INDUSTRY LEADER.

For temporary positions in:

SENIOR ACCOUNTANT
STAFF ACCOUNTANT
PAYROLL SPECIALIST
ACCOUNTS PAYABLE
ACCOUNTS RECEIVABLE
ACCOUNTING CLERK
DATA ENTRY

accountemps

Tel: (905) 709-8009 Fax: (905) 709-3664
Email: markham@accountemps.com
For more information visit our website at www.accountemps.com

FINANCIAL SERVICES CAREER OPPORTUNITY

One of north America's largest financial services companies is rapidly expanding in this area. Excellent training provided.

For interview call Bill Stephenson at 1-888-238-9430

Experienced Screen Printer

Markham based promotional company requires a screen printer. A knowledge of screen making and set up procedures is an asset. A willingness to expand into other areas of printing is necessary (e.g. pad printing). Must be reliable, task oriented, and able to work independently.

Please email resume to:
info@europeanmktggroup.com
or call 905-477-8777

wilson niblett**GM PARTS BACKCOUNTER PERSON WANTED**

For busy parts department. GM experience necessary. We offer competitive wages plus a bonus plan.

Please fax your resume to:
Wilson Niblett Chev Olds.

10675 Yonge St,
Richmond Hill, ON, L4C 3E1
Attn: Jack Langridge, Parts Manager
905-884-0033 or email to:
jlalgridge@wilsonniblett.com

525 office help

525 office help

BOOKKEEPER

Small builder in York Region seeking an exp. Bookkeeper. Minimum 5 yrs. exp. in the new home construction industry. Must have computer knowledge, and be able to run Newviews. Fax resumes to: 905-773-0137

RECEPTIONIST

Consulting firm located in Markham is searching for a young and enthusiastic person for general admin. duties. Must have excellent English communication skills. For details and to apply online, visit: www.QUEUESystems.net

ORDER DESK/ DATA ENTRY

Computer skills a must. Requires excellent attention to detail, accuracy and must be a self-starter. Woodbine/ Steeles area. Please fax resume to G. Thompson 905-475-5439

Local High-Tech Company is looking for an **EXECUTIVE SECRETARY** reporting to both the President & CEO. The ideal candidate should be mature, professional, discreet, organized & personable. If you are interested please contact me by email: jill.pantel@hcl.com or by fax: 416-496-7625

JOIN THE TEAM

For temporary positions in:

EXECUTIVE ASSISTANT
OFFICE MANAGER
CUSTOMER SERVICE
ADMINISTRATIVE ASSISTANT
RECEPTION / SWITCHBOARD

OFFICETEAM

Must be available to work past September.

Tel: 905-771-8272 • Fax: 905-709-3664
Email: markham@officeteam.com
For more information visit our website at www.officeteam.com

Raywal Limited, a well-known manufacturer of fine kitchen cabinets is looking to fill the following positions:

EXPERIENCED SPRAY PAINTERS
Must be able to colour match. Prior wood spraying experience preferred.

JUNIOR MACHINIST POSITION
Table saws, drilling machines.

EXP. CABINET ASSEMBLERS
Wood assembly experience preferred.

GENERAL PLANT LABOUR POSITIONS

Sanders, machining helpers, junior assemblers.

Please respond to: (Quoting File #YR 2-02)

Raywal Limited
68 Green Lane
Thornhill, ON L3T 6K8
Fax: 416-733-7629
jobs@raywal.com

Gormley company seeks FT Accountant to handle monthly accounting responsibilities. The ideal candidate will be detail-oriented, self motivated, and have a CGA designation or be in the process of obtaining one. Fax resume to: 905-887-2221 or email to LizGayford@CreativeOutdoor.com

514 salon & spa help

HAIR STYLIST & ESTHETICIAN

for progressive Markham salon. Salary, commission & bonus.
Call (905)475-3559

509 drivers

509 drivers

DRIVER

5 days/ week. GTA area. Long hours, commission based. Approx. \$500/wk Cash paid daily. Must be responsible, and speak English.

DISPATCHER

4-5 days week, mornings, evenings. Knowledge of GTA. Call 905-472-8142

A.F.J. EXPRESS LTD.**AZ DRIVER**

Canada to U.S. Must be bondable. Full time positions available. Serious applicants only. Call: (905)939-8156

515 skilled & technical help

CARPENTER

experienced for decks. Must have tools. Please call (905) 881-4908

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525 office help

525 office help

529 inside sales help

INSURANCE SALES/ SERVICE AGENT

As an Insurance Sales/Service Agent, you will market CAAs personal lines insurance products and respond to existing customer questions and needs. You are an assertive self-starter with one year of call centre or sales experience. Your exceptional communication skills are coupled with strong computer skills and a keyboarding speed of 40 w.p.m. You have the ability to work afternoon and evening shifts. Preference will be given to those with an OTL licence and/or insurance experience.

Come work in an environment where you are encouraged to go the distance, and are rewarded with a competitive salary and a flexible and comprehensive benefits package.

Please forward your resume, in confidence, to:

Human Resources,
60 Commerce Valley Dr. E., Thornhill,
ON L3T 7P9. Fax: (905) 771-3447.
E-mail: jobs@central.on.caa.ca



CAA Insurance Company (Ontario)

DRIVER WANTED

Help wanted for flower deliveries. Use of company van. **Saturday's only**
Please call (905)640-2025

Northstar/Edutran is seeking SCHOOL BUS DRIVERS

for the **WORLD YOUTH CONFERENCE**

being held in Toronto
July 23-38 (full day+)
Class B license & clean abstract
call 1-800-263-7476

514 salon & spa help

514 salon & spa help

Great Lengths Hair Gallery is looking for an **ADVANCED STYLIST**
Fax: 905-944-9095
Attn: Lisa or
Apply within: 4721 Hwy. # 7
East, Markham

SMALL ENGINE MECHANIC

Required immediately for full service John Deere Dealership. Min. 3 yrs. exp. Own tools required. Competitive wages. Benefit package. Please fax resume to: (905)640-2994
Attn: Service Manager

Paul Cosburn Associates Limited**Landscape Technician/ CAD Operator**

Markham Landscape Architectural consulting office requires a full time landscape technician/CAD operator to produce both presentation and working drawings. Must be highly proficient in AutoCAD 2000 with a working knowledge of Photoshop and/or Illustrator being desirable. The successful candidate will be self-motivated and able to work independently with minimal supervision. Salary to commensurate with experience. Fax or email resumes to 905-940-9114 or sue.montgomery@cosburn.ca

COMPLIANCE ASSISTANT

Required for Regional Office (Markham) of M.F. Dealer. **Duties include:** providing administrative support to Provincial Compliance Officer and other office duties as required. **Qualifications:** exceptional organizational skills, detail-orientated, good computer skills (require knowledge of Microsoft applications, and RPM), knowledge of the mutual fund industry, willing to take courses as required, knowledge of mutual fund processing would be an asset. Please e-mail resume to: mpotter@pipfs.com or fax to: 905-762-1410
Only candidates selected for interview will be contacted.

HELP WANTED

Can you do ten things at the same time? Are you outgoing? Do you love to work with people? This job is for you! Full/ Part time.

Send resume to: 4981 Highway 7
East, Unit 12A, Box #174,
Markham, Ontario L3R 1N1

INSIDE SALES

Exp. Fluent in English. Bilingual (French) preferred. Computer literate. **Salary + Bonus.** Full/ Part-time Hwy. # 7 & Leslie. (905)764-1951, EXT. 41

530 sales help & agents

Career in Water

Tri-Aqua is looking for top **SALES REPS** for G.T.A. Fax resume to: 905-642-9078