

# 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

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514 salon & spa help

514 salon & spa help

525 office 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.

### HEADLINES HAIR STUDIO (Stouffville)

Looking for determined individuals, who have the energy and enthusiasm to contribute to a fun-filled environment where team work, education and service are implemented each day.

- FRONT DESK RECEPTIONIST (Tuesday - Friday)
  - HAIR STYLIST - Part/ Full-time
  - JR. STYLIST - Part/ Full-time
- Call John or Marc at 905-642-0336

515 skilled & technical help

515 skilled & technical help

### LICENCED ELECTRICIANS and 3rd, 4th, 5th year APPRENTICES

required immediately for established contractor. Own hand tools and reliable transportation required.  
Call 905-713-3711 or fax 905-713-0736

### CARPENTERS & 3rd YEAR APPRENTICES

Needed immediately. Experience in framing and forming. Permanent full-time work. Salary negotiable. Benefits.  
Call (905)427-6261 or fax resume 905-427-8659

### EXPERIENCED TREE CLIMBER OR TRAINEE

Wages based on experience. Own transportation required. Fax resume to: 905-640-7133 or Phone: (905)640-7599

### Looking for responsible Full/Part Time

**Customer Service/Telemarketer**  
Excellent telephone and customer service skills. Computer knowledge an asset. Flexible hours.  
Please Fax Resume To: (905) 471-0206  
Attention: Trish Northey

### CUSTOMER SERVICE REPS EARN \$10 PER HOUR plus FULL BENEFITS

Full time, permanent positions available in our 24-hr. inbound call centre located in Richmond Hill near Leslie/ Hwy. 7.

- Duties include data entry and customer service
- Paid training/ no sales
- Casual atmosphere

Apply in person at:  
ONTARIO ONE CALL  
30 EAST BEAVER CREEK RD. #103  
RICHMOND HILL  
Or call 905-709-5331 for more information

### RECEPTIONIST

A Markham general insurance office requires experienced receptionist. Duties include switch board, filing & computer work.  
Fax resume to: 905-415-8648

525 office help

535 hospital, medical, dental

### LEGAL R.E. SECRETARY

Markham law firm. Hwy #7/ Woodbine Ave. Must have 2-3 years experience, e-reg, convey, PC Law. Fax resume 905-477-3978

### LEGAL SECRETARY

For law firm, 404/ Steeles 5 yrs. R.E. exper. PC LAW, Conveyancer, E-Reg. req'd. Fax 905-475-4082

530 sales help & agents

### SALES SUPERSTARS!

The Bay, Markham In-store photo promo. Great \$\$\$  
905-513-2730

535 hospital, medical, dental

### Do you know where you're headed?

For over 70 years, the Pilot Insurance Company has provided policy holders and brokers with the personalized, professional service that has become our hallmark. We are currently seeking a qualified professional to join our team in our Markham branch office.



Pilot Insurance Company  
Over 70 Years of Protection Through Local Brokers

### TELEPHONE ADJUSTER

In this salaried position, you will be responsible for adjusting all-lines to included Accident Benefits for Bill 59. A motivated team player who takes initiative, you have a minimum of three years' experience in the industry, a strong background in general insurance, and practical computer knowledge. Insurance Institute courses are an asset.

Interested applicants should forward their resume, in confidence to: Branch Manager, Ashgrove Medical Centre, 6633 Hwy. #7 East, Ste. 209, Markham, Ontario L3P 7P2  
Fax: 905-294-7751

We thank all applicants for their interest, however, only those selected to be interviewed will be contacted.

525 office help

525 office help

### RIBO LICENSED

**Customer Service Representative**  
Colley, Borland & Vale Insurance Brokers Ltd.  
Fax resume in strict confidence to Phil Colley: 905-477-0424 or call: 905-477-2720 ext 312

### PROJECT CO-ORDINATOR

for a Markham based home builder. Min. 5 yrs. exp. Computer literate.  
Fax resume to: GM 905-470-3180

### RECEPTIONIST

wanted immediately. Full time. General office duties. Fluent in English. Excel knowledge.  
Fax resume: (905)940-4010 or email: ruth@wynfordservices.com

### LEGAL SECRETARY

Excellent opportunity at Malach & Fidler, located Hwy. 7 & Leslie, must have 2-3 years min. exp. in litigation, preferably personal injury and insurance.  
Fax resume to: (905)889-1139

### ACCOUNTING CLERK

A retail chain requires a mature person with good communication and organization skill to reconcile bank statements and analyze sales reports. Computer knowledge and accounting background a must.  
Fax resume to: 905-475-4163

### EXPERIENCED, MATURE PART-TIME RECEPTIONIST

required for evenings and flexible days for a Podiatry office. Excellent telephone manner, good command of English language, computer and typing experience essential.

Please drop off resume with references week of June 24, 2002: Markham Podiatry 4997 Hwy 7, Markham  
(Those selected for an interview will be contacted.)  
**NO PHONE CALLS PLEASE**

### Bilingual Customer Service / Admin Support

We are seeking an individual fluent in French and English to perform various Customer Service & clerical functions. Light shipping & receiving involved. Must have excellent telephone manners and good computer skills.

Fax /send resume: Pro-Dentec Canada #101, 1 Valleywood Drive Markham, ON L3R 5L9 Fax: (905) 479-8906  
Email: reneesa@prodenteccanada.com

530 sales help & agents

530 sales help & agents

Local investment dealer looking for a **SALESPERSON** to introduce our services to new clients. Great \$\$\$ for the right person. We offer 100% flexibility and a great atmosphere. Days or evenings available. To apply please call: M. COULTER 905-513-6633 during business hours or fax resume to 905-513-7272

535 hospital, medical, dental

535 hospital, medical, dental

### PDA/ DENTAL ASSISTANT

HARP certified 2 days per week and occasional Saturdays. Orthodontist office. York Region.  
Fax resume to: 905-642-9692

### FREEDOM SUPPORT SERVICES (Temporary Agency)

is currently looking for RN's (\$30 RPN (\$20) to work in detention centre in Uxbridge. Nurses must have current certificates of competence with the College of Nurses of Ontario.  
Fax : 416-630-7273 or email: fss@freedom/support.com

### BUSY DOCTOR'S OFFICE

in Markham requires **RN, RPN, or Lab Tech. with venipuncture.** Thursday and Friday evenings, plus one weekend a month.  
Fax resume to: 905-475-3581

### BETHANY LODGE

A Christian long term care facility requires **Program Services Coordinator** to cover a one year maternity leave. University or College Degree/ Diploma in Activation or Recreation required. Knowledge in gerontology a must. Interested applicants fax resume to Bethany Lodge (905)477-2888

### SPECIALTY CARE

GREEN GABLES  
Ninth Line, Stouffville

REQUIRES IMMEDIATELY

R.N.

Full Time Nights.

Join our team opening our new Long Term Care facility  
Send resume by June 21 to:  
Lori Kane, Dir of Care  
FAX 905-640-0995

509 drivers

### AZ DRIVER

for small car carrier. Full time. Must be physically fit. Willing to train right person.  
Fax resume to: 905-660-6651

Please Recycle



### Douglas K. Clarke Insurance Brokers Limited.

#### INSURANCE BROKER

Our Markham office is seeking an individual to add to our growing team of personal lines CSR's. This person likes working with people, has an excellent telephone manner and thrives in a fast paced environment. If you are currently a licensed broker and are looking to change to a friendly, dynamic environment, this career is right for you.

#### OFFICE ADMINISTRATOR

An individual is needed at our Markham office to assist our team of Insurance Brokers. Computer skills are a must as well as excellent communication skills. Some of the jobs you will be required to perform are client satisfaction and claims follow up calls, data entry, and account management. If you are looking for a career in the insurance industry, there is the opportunity to become licensed and move to personal or commercial lines, sales or service.

Send your resume in strictest confidence to:  
Box #22  
c/o Markham Economist & Sun  
9 Heritage Road, Markham L3P 1M3