

york region CAREERS

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

500 career training 500 career training 500 career training 505 careers 505 careers 505 careers 505 careers 505 careers 535 hospital medical, dental

You too can
Optimize your Job Search
by Implementing
Current Job Search Strategies
ACHIEVE SUCCESS!



JOB FINDING CLUB
Call the
**THORNHILL
JOB FINDING CLUB**
(905) 707-7332
Seats are limited

A New Way to Work
Any unemployed resident of York Region or Bradford/West Gwillimbury is eligible to participate in the Job Finding Club. The Thornhill Job Finding Club is operated by ACADEMY OF LEARNING.

Job Finding Club is funded by:
Human Resources Development Canada Développement des ressources humaines Canada **Canada**

accountemps
Specialized Financial Staffing

Accountemps, a division of Robert Half International, Inc. (NYSE: RHI), which has been named to Fortune's "America's Most Admired Companies" list for the fourth consecutive year, is the world's leader in specialized accounting and financial staffing. We currently have opportunities for **Staffing Managers** in our Burlington, Mississauga, Toronto and Markham offices. As a member of our team, you will market to prospective clients, build on existing relationships as well as recruit and place top accounting candidates in temporary assignments.

If you are flexible and have the ability to work with all levels of management, we'll give you the tools you need to be successful. You will learn the formula that has helped Accountemps' Staffing Managers become the most highly compensated and respected professionals in the industry.

Your outstanding communication and negotiation skills will be put to the test in this challenging role. An accounting background is essential to consult with clients and candidates. Sales experience is preferred but not mandatory. If you are looking for a dynamic environment that challenges you beyond month end, contact us today.

Lesley Gunn
Metro Market Manager
Phone: 416-350-2330 • Email: lesley.gunn@rhi.com

A Division of Intier Automotive, part of the Magna family, located in the Newmarket area is currently seeking motivated Team Players to fill the following positions:
Assembly Operator
Manufacturing Engineer
Product Engineer

Please mail resume to:
P.O. Box 71058
570 Mulock Drive
Newmarket, ON L3X 1Y8
Fax: 905-713-6571

DENTAL RECEPTIONIST
Full-time (4-5 days) position in Markham. Experience required, ABEL experience preferred.
Fax resume to:
East Markham Dental @ (905)294-8209

DENTAL ASSISTANT
Level II Full-time Warden/407 area
Please call Tracey @ (905)940-5229

DENTAL ASSISTANT PART TIME
for Markham office.
Please fax: 905-471-1703 or call: 905-471-1348

509 drivers 509 drivers

Part-time Drivers
With own vehicles needed immediately for a fast growing Markham based courier company. Interested applicants please call Walter at 416-930-6576

514 salon & spa help

ESTHETICIAN with experience. Full time Svengali Spa Drop resume off at:
39 Main Street Markham (905)471-6268 Fax: 905-471-5460

TRUCK & MINI-VAN OWNERS
WITH THEIR OWN CREW OF HELPERS
to distribute telephone directories to Georgina, Newmarket, Markham & Richmond Hill. Distributors will start on **July 30, 2002**. The candidates must be available during the day. For more info, please call **1-866-526-4930 (Ref 6401)**

515 skilled & technical help

MasTec is accepting applications for:
Experienced Residential Telephone & CATV Installation Technicians
Please forward your interest with a resume:
Attention: John Pileggi Fax: 905-475-0623 Email: john.pileggi@mastec.ca Call: 905-475-0106

515 skilled & technical help

Chouinard Bros. Roofing
120 Gibson Drive, Markham
Production/ Warehouse Manager & Production Labourers (Day & Night shifts) for roofing company.
Call (905)479-8300 or fax: (905)479-8305

525 office help

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

VILLAGE
NISSAN
has the following position available
RECEPTIONISTS
FULL TIME Monday - Friday
PART TIME 2nights & every other Saturday
Please fax resume to 905-940-6636
Village Nissan, 4600 Hwy # 7, Markham

511 retail opportunities 511 retail opportunities

GOING BACK TO SCHOOL?
Part time students required for the fall. After school and day shifts available. Must be able to start in August.
PERKIN HOME HARDWARE
8650 Woodbine Ave., Markham
Call Jamie (905)477-8810 or fax resume to: 905-940-5539

525 office help

Busy York Region orthodontic office looking for help with seating patients, filing, sterilization and other duties. Willing to train. 2-3 days/week.
Please fax resume to: 905-642-9692.

THE RIGHT OPPORTUNITY, RIGHT NOW!
OFFICETEAM
We offer temporary assignments with excellent pay & benefits. We are currently in need of **RECEPTIONISTS**
Minimum one year of experience on a Meridian switchboard is required. Basic knowledge of Word and Excel is also necessary.
SENIOR ADMINISTRATIVE ASSISTANTS
Minimum four years experience reporting directly to senior level management. Advanced knowledge of Microsoft Word, Excel, and Powerpoint is required.
Please forward your resume to: Email: markham@officeteam.com or call
Tel: 905-771-8272 for more information

Career-Minded Accountants COME AND JOIN THE INDUSTRY LEADER
accountemps
We are looking for:
ACCOUNTING CLERKS
Minimum one year of experience in reconciliation's, A/P or A/R is required. Intermediate Excel skills are a must. Please forward your resume to: markham@accountemps.com or call 905-771-8272 for more information.

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

514 salon & spa help 514 salon & spa help

ROMAN TAYLOR salon
Seeks **FULL-TIME HAIRSTYLIST** and **FULL-TIME APPRENTICE**
Please call Linda @ (905)472-8441 227 Main St. N, Markham

525 office help

CUSTOMER SERVICE REP.
Needed for busy insurance agency. Experience an asset but not essential. Excellent telephone and people skills necessary.
Fax resume to: (905)642-6070

Senior Sales Markville Ford
FORD • LINCOLN
requires: **SENIOR ACCOUNTING/ ADMINISTRATOR**
Experience in A/R, A/P, Payroll and Administration. Automotive/ ADP experience an asset.
Fax resume to: 905-940-5230 or call Susan at: (905)474-1350 ext. 243

Office Assistant
Busy Richmond Hill CA firm seeks an individual with a professional attitude and an excellent command of English. Must have good computer skills and a pleasant telephone manner. Please contact Elizabeth at (905)709-0070

PROPERTY MANAGEMENT ASSISTANT
Required for a personal financial planning firm in Markham.
Duties include:
• tenant liaison
• property maintenance (dealing with contractors)
• preparing leasing documents/filing/photocopying
Must be proficient in MS Office (Word and Excel) and have excellent communication and organizational skills. Salary commensurate with experience. Benefit plan available.
Please fax resume and salary expectations to Liz Galloway at (905)471-3623.
We thank all applicants in advance and advise that only those selected for an interview will be contacted.

540 hotel restaurant

Parkview's Garden Restaurant requires **PART-TIME WAIT STAFF**
Flexible hours Monday through Sunday. Noon Shift plus 5:00-7:30 p.m. shift.
Please contact Cheryl Dummitt at 905-640-1940 x26

TO PLACE YOUR AD CALL
1-800-743-3353