

# 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

505 careers    505 careers    505 careers    505 careers    505 careers    515 skilled & technical help    515 skilled & technical help    515 skilled & technical help    525 office help



Myron Smarter Business Gifts enjoys an enviable reputation as a thriving, world-class organization, and has done so since 1949. As specialists in imprinted business gifts, we provide unique opportunities to skilled and dedicated individuals. Join us in one of these rewarding roles:

## Inside Sales Consultant

Building on our existing corporate client base, you will develop relationships and business throughout North America. Your proven outbound or retail sales experience and familiarity with the U.S. business environment are enhanced by top-notch verbal and written communication skills. In addition to a corporate fitness centre and paid training, we offer a competitive compensation and benefits package and there is no cap on earnings.

## Customer Service Reps

Working in this front-line customer contact role, you will receive inbound calls from customers and prospects. Along with expediting orders, and upselling and cross selling, you will handle outbound calls for order verification, respond to faxes and e-mails and manage artwork submissions. The ability to multi-task in a busy call centre environment while providing outstanding customer service will ensure your success. These are contract positions expected to run to late November or mid-December. Several of these positions will lead to permanent positions.

Candidates must be flexible to work shifts varying between 8am - 9:30pm.

Located in Northeast Scarborough, we are easily accessible by TTC and minutes from four major highways.

Apply your skills with a world-class leader and send your resume, indicating position of interest and quoting reference# 624, to: Human Resources, Myron Smarter Business Gifts, 5610 Finch Avenue East, Toronto, Ontario M1B 6A6. Tel: (416) 291-1834 ext. 599. Fax: (416) 291-8786. E-mail: hrca@myron.com

Myron thanks all applicants for their interest; however, only those candidates being considered for an interview will be contacted.

www.myron.com



## SCALE OPERATOR (Seasonal)

Lafarge, Canada's leading supplier of construction materials has an opportunity for a Scale Operator on a seasonal basis to operate the computerized scale at the Stouffville Aggregate site. Responsibilities include scaling of all trucks, capturing correct ticket information, coordinating and directing deliveries and providing backup to dispatch as required.

The ideal candidate will have a minimum of two years post secondary education with two years of related work experience or the equivalent work experience. In addition, you must be a team player who is accurate and detail oriented with excellent communication skills. The ability to multi-task in a high-pressure environment and proficient keyboarding skills are a must.

Lafarge offers a competitive compensation and benefits package. Starting wage will be commensurate with skills and experience. All resumes must be submitted with a covering letter on or before August 16, 2002 to the attention of:

"Scale Operator"  
Lafarge Construction Materials  
14204 Durham Road 30, Stouffville, ON L4A 7X4  
Fax (905) 640-0277

Lafarge is an equal opportunity employer. We embrace diversity in our people, products and ideas. We thank you for your interest. Only candidates selected for an interview will be contacted.



in Markham requires a full time RECEPTIONIST

We offer:  
•Life, dental, drug & Disability plans  
•Company Pension Plan  
•Career advancement opportunities

You offer:  
•Excellent communication skills  
•Work, Excel & email proficient  
Fax resume to:  
Chris Stehr at  
905-940-5230

## RECEPTION/CUSTOMER SERVICE

Position requires full time enthusiastic team player with computer, customer service and administrative experience. Own transportation required. Fax resume to: 905-752-0889

**ORDER CONTROL ASSISTANT**  
Duties include processing purchase orders from special customers, coordinating the preparation and shipment of orders and preparing of bills of lading. MS Office and AS400 computer skills are required.  
Please forward your resume to: Human Resources Department, Fax: 905-856-4647, Email: hrcanada@ganz.com, Website: www.ganz.com  
**GANZ**

**Are you Bilingual (French/English) and Looking for Extra Money?**  
Our busy claims department is looking for bilingual Customer Service Representatives to work 2-3 nights per week from midnight to 8 a.m.  
You enjoy customer service, have excellent communication skills and well developed problem solving skills.  
Please forward your resume, in confidence to: Sharon Martin, Fax: (905) 475-4453 or Email: smartin@allstate.ca  
We thank all candidates for their interest. However only those selected for an interview will be contacted. No agencies please.  
**Allstate**  
You're in good hands.  
\*Auto Insurance Company of Canada  
\*Auto Insurance Company

**515 skilled & technical help**  
**SKYLIGHT INSTALLER**  
Residential work including roofing, framing, drywall mudding. Experience preferred but will train right applicant.  
Call (416) 540-4232

**TRIM CARPENTER** required. Own tools & transportation. Minimum 2 years experience. Call (905) 836-8222.

**Mechanic**  
Transport International Pool, a part of the GE family, is the national leader in truck trailer rental and leasing. We have an excellent full-time opportunity at our Markham location which will soon be re-locating to SCARBOROUGH.  
You'll provide full maintenance service on our trailer fleet. Specific responsibilities include preventive maintenance as well as brake, suspension and body repair and replacement. At least 1 year or truck trailer repair experience is preferred.  
We offer an excellent compensation and benefits package including paid time off, medical, dental, and RSP. Please send your resume or letter of interest via e-mail to: michael.cagney@gecapital.com or via fax to: 905-475-7162. You can also send via regular mail: Transport International Pool, Attn: Michael Cagney, 6240 Woodbine Ave., Markham, ON L3R 2N8. Visit our website: www.tiptralers.com  
An Equal Opportunity Employer.  
**TRANSPORT INTERNATIONAL POOL**  
A GE Capital Company

Custom builder seeking:  
**SUPERINTENDENT HANDY PERSON LABOURERS**  
Experience required. Markham, Mississauga and Oakville locations.  
Please fax resume to: Frank at (905) 887-7814

**515 skilled & technical help**  
Cabinetmakers/Woodworking Machinists Spray Painters  
A Markham exhibit and display manufacturer has immediate openings in these positions.  
Please call Tes at: 905-470-0205 ext. 608 or send resume via fax to: (905) 470-1789

**525 office help**  
**LEGAL R.E. SECRETARY**  
Markham law firm. Hwy #7/ Woodbine Ave. Must have min. 2-3 yrs experience, e-reg, convey, PC Law.  
Fax resume 905-477-3978

**525 office help**  
**OFFICE HELP**  
for Chiropractic Health Care Office in Unionville. Full time or two part time. Dicta typing, reception, administration, balancing, supplies, etc.  
Email resume to: help2002@rogers.com or fax 905-479-4406

**P/T Receptionist**  
Tues-Thurs: 9am-4pm  
Vehicle necessary.  
MS Word & Excel  
Fax: (905) 474-3456 or e-mail: design@cadmech.com

**Career-Minded Accountants COME AND JOIN THE INDUSTRY LEADER**  
**accountemps**  
We are looking for:  
**COLLECTORS ACCOUNTING CLERKS**  
Minimum one year of experience in reconciliation, A/P or A/R is required. Intermediate Excel skills are a must. Please forward your resume to: markham@accountemps.com or call 905-709-8009 for more information.

**525 office help**  
Markham window covering manufacturer is looking to fill the following position:  
**Bilingual Order Desk (French/ English)**  
Basic computer knowledge. Please fax resume and salary expectations to: (905) 475-1648  
Only those under consideration will be contacted for an interview.

**525 office help**  
**ACCOUNTS RECEIVABLE CLERK**  
Distributor and manufacturer, Birchmount/ 14th Ave. location. Responsibilities include collections, credit approvals, bank reconciliation. Must possess good communication and basic computer skills. We offer an excellent benefit package.  
Fax resume to (905) 470-9040

**FAST TRACK YOUR CAREER**  
Great opportunity for a cheerful, high energy, very outgoing person, with outstanding communication skills to assist Doctor in providing superior health care. Great hours. Excellent training provided. If you are a recent university grad or other ambitious individual, this is for you!  
Apply in person  
**West Chiropractic Clinic**  
4747 Hwy. #7 East, Unionville

**MIA MIDPOINT**  
**SALES SUPPORT**  
Aurora based manufacturer/distributor serving the North American market requires a full time Sales Support person. The successful candidate will have excellent communication skills, be computer literate, and able to multi task. Persons with prior experience will be preferred, especially if the experience includes shipping administration.  
E-mail: careers@midpoint-int.com

**Carlson Wagonlit Travel**  
Markham Town Sq. Warden/ Hwy 7  
**Immediate Consultant Openings**  
• Vacation/Corporate  
• Full & Part time  
• Cruise Specialist  
• Corporate Travel-Outside Sales  
**Qualifications:**  
Proficiency in Sabre  
Minimum 2 years experience  
Excellent Communication Skills  
Fax resume in confidence to:  
Attn: Morris Crozier  
(905) 477-8916  
e-mail: mcrozier@carlsonwagonlit.ca  
**NEW LOCATION!**  
Carlson Wagonlit Travel

**514 salon & spa help**  
**514 salon & spa help**  
**CERTIFIED AESTHETICIAN**  
Must have high standards for quality and service, be a team player and available evenings and weekends.  
Apply to:  
Body Beautiful Salon and Spa  
2 Orchard Heights Blvd. #34  
Aurora, ON L4G 3W3  
(St. Andrew's Shopping Centre)

**515 skilled & technical help**  
**515 skilled & technical help**  
Skelton Truck Lines are seeking an experienced **BODY/PREP PERSON**  
Excellent wages.  
Call Ron Skelton  
(905) 895-6688 ext 235