

515 skilled & technical help

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525 office help

525 office help

525 office help

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525 office help

535 hospital, medical, dental

535 hospital, medical, dental

Service Experts

INSTALLATION TECHNICIANS
A leading heating & air conditioning company has opportunities for professional installation technicians in the Markham and York area. If you are a self-starter and have a minimum of 5 years experience, we want to talk to you.

We offer: On going training, health & stock purchase benefits, career advancement opportunities, performance based compensation package (after 3 month probation/training period)

Please fax your resume in confidence to (905) 471-0206
Attention: Roberto N. Valle

M Metroland Printing, Publishing & Distributing is the largest and most successful publisher of community newspapers in Canada. We are a progressive company who prides itself on its highly regarded customer service and quality. Metroland is a wholly-owned subsidiary of Torstar Corporation.

PRODUCTION CO-ORDINATOR

We have an immediate opening at our Tempo Printing Facility's Production Control Department. The purpose of this position is to produce complete and accurate press work orders, print job impositions and other Production Control paperwork. The successful candidate will deal with clients, suppliers and all printing plant departments on a daily basis. A working knowledge of Graphic Arts and at least two years of relevant experience or a college diploma / university degree in the field is required. The ideal candidate will have effective communication, interpersonal and organizational skills and have a high proficiency in personal computers (Word, Excel, etc.). Must be available to work days and/or afternoons.

Please send your resume and cover letter on or before March 10, 2003 to: (416) 493-1173 or productionposting@metroland.com

REAL ESTATE ASSISTANT/ SECRETARY/LAW CLERK

For lawyer in Hwy #7/Leaside. Duties include management of residential real estate files from start to finish, some litigation. Knowledge of "Conveyancer", PC Law, E-Reg, Teraview, Word Perfect/Word. Part/full time positions.

Fax resume: 905-731-4078

F/T Jr. Assistant, Sales & Marketing

Aggressive Distribution Company requires Jr. Assistant for our Sales & Marketing Department. Reporting to two Managers. Good telephone & organizational skills. Must be good with numbers and be proficient with Microsoft Excel and Word. French an asset.

Send resume to: Ilona Wallace @905-948-8045 or e-mail to ilonafarleyco@gti.igs.net

RECEPTIONIST

duties include: switchboard, general office duties, data entry. Experience preferred.

Fax resume to: 905-738-5520 or email: metcon@metconeng.com

RECEPTIONIST

Receptionist required for Markham company to answer, screen and forward telephone calls. Duties include greeting visitors and assisting with clerical duties. Must be dependable and mature with good communication skills. Some computer skills an asset. Training will be provided.

Fax resume to: (905) 479-8305 or e-mail receptionist_cb@hotmail.com

535 hospital, medical, dental

535 hospital, medical, dental

CANADIAN BABY PHOTOGRAPHERS LTD.
Warden/Steeles
Tel: (905) 940-9661
Fax: (905) 940-4022

TELEPHONE CLERK

We are seeking a reliable individual to work from our Head Office. Monday to Friday, 9:00 a.m. to 2:00 p.m. Telephone experience will be an asset. Must be fluent in English (orally and written). Training will be provided. (Must be able to start immediately).

Call Extension 249

SHIPPING CLERK

We are seeking a reliable, accurate individual to work from our Head Office, Monday to Friday, 8:30 a.m. to 5:00 p.m. to package our customers' orders. Light lifting required. Must be fluent in English.

Call Extension 230

Please call between the hours of 9:30 a.m. & 2:00 p.m. to arrange for an interview.

****Please state which position you are applying for.****
THIS IS A NON-SMOKING ENVIRONMENT.

535 hospital, medical, dental

535 hospital, medical, dental

540 hotel restaurant

Regional Nursing Services is now hiring

•PSWs •HCAs
•RNs •RPNs

- Top Pay Scale
- Educational Opportunities
- Own transportation required

Please fax your resume stating position you are applying for to:
905-737-6126
or email to: sjohnson@regionalnursingservices.com
website: www.regionalnursingservices.com

STAFF/MANAGERS for new concept, self service restaurant (Hwy #7/ Kennedy).
Email: jobs@rasoee.com
Fax: 905-415-3444

WAIT STAFF Friendly & courteous required full or part time. Woodbine/ Steeles area.
Call after 5pm: (905) 415-0078

510 general help

Specialty Care

BLOOMINGTON COVE
Memory Care Centre is seeking a licensed:

Esthetician
Contract Position

Please send resume to:
Robyn Stewart
13621 Ninth Line
Stouffville, Ontario L4A 7X3
FAX: 905-640-0995

VISITING & SHIFT NURSING

CARE-PLUS YORK REGION

RN's and RPN's needed immediately for pediatric and adult as a result of our recently awarded CCAC contract with York Region

- Excellent pay rates
- Flexible schedule
- Paid Travel Expenses
- Vacation Pay/ Benefits
- 1:1 Nurse-patient ratios
- Specialized and individualized training
- Professional Practice Leader to provide hands on support and guidance

To Be A Part of the #1 fastest growing community nursing team:

Call (905) 306-0202 or fax resume to (905) 306-1709 or email me at kim.jackson@careplus.on.ca
We can change lives in the community for the better.

510 general help

510 general help

EXPERIENCED WAREHOUSE HELP

Shipping/receiving, deliveries. Entry level position. Clean drivers license. Team player. Computer skills (Excel). Self-motivated, work independently. Some weekend work.

Fax resume: 905-760-7715

525 office help

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CUSTOMER SERVICE

Big business, small office looking for individual for heavy data entry and phone skills. Must be able to manage multiple tasks in a fast paced, deadline oriented environment. Organized skills a must. Effective communication and listening skills a must.

Fax resume: (905) 479-1594.

PART-TIME
Graphic Designer/Desktop Publisher

A fast-paced Richmond Hill marketing company requires applicants to work days/nights and/or weekends. Must possess good working knowledge of MAC platform, Photoshop & Quark and excellent keyboarding skills. Free-hand an asset, but willing to train

Please email your resume to julie@grantonmarketing.com or fax to (905) 764-4730

A business based in the Hwy #407/Dufferin area seeks

CUSTOMER SERVICE/ADMINISTRATOR

Primarily, this position will handle all customer inquiries & issues to ensure appropriate action is taken to maintain a high degree of customer satisfaction. You will also be required to maintain the office administration. The ideal candidate must have excellent communication skills in English (bilingual in French is an asset), be client service oriented, have strong organizational skills & be a team player. The candidate must be proficient in Microsoft Office & have a thorough understanding of administrative practices & procedures.

If interested, please forward a copy of your resume to: Box #37, c/o Markham Economist & Sun, 9 Heritage Rd., Markham L3P 1M3

The comforts of a home care career

NURSING JOB FAIR
Community RNs & RPNs

Full-time & Part-time positions available
Adult Medical/Surgical · Paediatric · Palliative Care
All positions are available in York Region

- New competitive rates
- Extensive paid orientation
- Extra pay for education and skills
- Pension and group benefits
- Flexible self-scheduling
- Education bursaries
- 24-hour clinical support
- Online learning
- Subsidised RNAO/RPNAO membership
- Preceptorship program
- Paid mileage

Wednesday, March 5 - 10 a.m. to 5 p.m.
Saint Elizabeth Health Care
80 Tiverton Court, Suite 101, Markham

Thursday, March 6 - 10 a.m. to 5 p.m.
Newmarket Community Centre, Hall 2
200 Doug Duncan Drive, Newmarket

SUCCESSFUL CANDIDATES WILL RECEIVE A \$1000 SIGN-ON BONUS

Saint Elizabeth HEALTH CARE

www.com

Saint Elizabeth Health Care was recently awarded a long-term contract renewal for Nursing services in York Region, thanks to the hard work and dedication of our caring staff. Their contributions have truly made us the success we are today.

If you are unable to attend our Job Fair, please forward your resume to:
Vera Zimovski, Service Delivery Centre Manager, Saint Elizabeth Health Care, 8920 Woodbine Avenue, Suite 303, Markham, Ontario L3R 9W9.
Fax: (905) 944-0566.
hresources@sainteizabeth.com

For more information on Nursing opportunities, please call (905) 944-1743.

FRAMAR

Framar Landscape, an innovative landscape firm servicing the Toronto and north area, operating out of Thornhill, seeks individuals experienced in the landscape construction and maintenance fields.

Positions now available:
Landscape Maintenance Foreperson \$40K+
Landscape Maintenance Leadhand \$30K+
Landscape Maintenance Labourer \$23K+
Landscape Construction Foreperson \$40K+
Landscape Construction Leadhand \$30K+
Landscape Construction Labourer \$23K+

The right individuals will be dedicated, self-motivated, eager to learn and team players. These positions are full-time and year-round.

Please reply to Attn: F. Selles
Tel: 905-883-4334 Fax: 905-770-3267
Email: fselles@frammar.com

WHITEVALE GOLF CLUB located in Pickering is now accepting resumes for **GROUNDSKEEPERS**

This is a full time, seasonal position. Experience in outdoor work and equipment operation is an asset. \$8-10/ hour. Please contact Art Oswald at: (905) 294-2512 or fax: (905) 294-5115

AVON

Tired of working 9-5? Call to find out about Avon's business opportunity. No quotas. Free gift upon joining.

Nicole
1-877-430-5736

CEDARBRAE GOLF CLUB
Markham/Steeles
Seasonal Staff Required:
• Wait Staff • Kitchen Staff
• Locker Room Attendants
• Golf Course Maintenance
• Back Shop

Own transportation required
Fax or Email resumes to:
Fax: 416-293-1214
Email: Marianne@cedarbraegolf.com

Please Recycle