

# 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 515 skilled & technical help 515 skilled & technical help 515 skilled & technical help 510 general help

**Academy of Learning**  
Presents **Thought Patterns**

**If you've ever asked yourself...**  
What's holding me back?  
Have I been living in my comfort zone too long?  
How do I get what I want out of life?  
Can I rebuild my confidence & self-esteem?

**...then Thought Patterns is for you!**

*This dynamic one-week workshop is an informative & entertaining way to learn to take control of your life... RIGHT NOW!!!*

- ✓ Understand how limiting beliefs and negative habits hold you back
- ✓ Turn negative self-talk into words of empowerment
- ✓ Design strategies for managing your life and career successfully
- ✓ Learn how to develop the tools and skills to:
- ✓ Handle change ✓ Overcome obstacles ✓ Identify and reduce stress

**Next Sessions:**  
Markham Nov 3-7 905-508-5791  
Newmarket Nov 17-24 905-836-8973

Available to Unemployed Residents of York Region  
**AT NO COST to the Participant**

Funded By:  
Human Resources Development Canada / Développement des ressources humaines Canada

**PERSONAL & COMMERCIAL SERVICE REPRESENTATIVES**

We are looking for experienced service representatives to work in our Richmond Hill office. The successful applicants will be RIBO Licensed, familiar with the Agency Manager computer system and have excellent written and verbal skills. We offer a competitive salary package including excellent medical, dental and other benefits. The Insurers Financial Group is a large General Insurance Brokerage offering Insurance and Financial products to over 40,000 customers in the GTA.

**Please e-mail your resume to our Human Resources department**

**THE INSURERS FINANCIAL GROUP**  
hr@ifgcanada.com

*A top-tier provider of flexible packaging materials and solutions, valued by its customers for responsiveness, innovation, quality and reliability. We currently have openings for*

**EXTRUDER OPERATORS**

Responsibilities include operating machines on a blown film line producing polyethylene film; set up, monitoring and quality control of product. Must adhere to the ISO and AIB standards and be a team player. Must be able to work continental rotations. Minimum grade 12 education is required.

We also have available:

**ENTRY LEVEL PRODUCTION POSITIONS**

If you are interested in being a part of our team, please mail your resume to:  
**Box #49, c/o The Era Banner**  
580 Steven Court, Box 236,  
Newmarket, ON L3Y 4X1  
*We are an equal opportunity employer*

**Hunter Jumper Farm**  
Full & Part-time  
Help required  
Stouffville area.  
Single accommodation.  
Please call  
**(905)642-4888**

**MUM'S Cleaning Services**  
Cleaners  
with cars required.  
Call  
416347-9478

**Driver/Air duct Technician**  
Fluent English  
Clean Abstract  
Must be available weekdays and weekends.  
Call Leo  
Scarborough Location  
**416-757-5717**

**TAILOR/HAND CUTTER**  
for custom gymnastic and skating costumes.  
Experience required.  
Fluent English  
**(905)887-0414**

**ATTENTION ALL EMPTY NESTERS**

We are looking for a loving responsible person to care for our children 1, 3 & 6 in our Goodwood area home.  
Mon-Fri: 7-5  
Starting December, references, police check & drivers licence a must.  
**416-717-6681**

**TELEMARKETERS**

Earn extra cash up to \$10/hr.  
Fluent English  
Evening Shift  
Open 8-20pm available  
Homemakers & Students Welcome  
Markham Location  
Call Lee  
**416-757-5717**

**DENTAL ASSISTANT**

Full time  
HARP certified  
Experience required  
Fax resume to  
East Markham  
Dental at  
**905-294-8209**

**WINDOW COVERINGS MANAGER**

We require a F/T manager to operate a custom window coverings store. You have superior customer service skills and a minimum 5 yrs. exp. in designing and costing custom drapery, blinds and shutters. Responsibilities include: ordering products, booking appointments and arranging installations. Some out calls may be required.  
Forward resume to:  
**Box #46, C/O The Markham Economist**  
9 Heritage, Markham ON, L3P 1M3

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

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

**509 drivers**

**Chemical Tank Drivers**

Requirements:  
Company Drivers & Owner Operators  
 Minimum of 5 years driving experience with 3 years tank experience  
 U.S. & Canada experience  
 Clean A-Z abstract with no criminal record  
 A professional attitude

We Offer:  
 Steady Year round employment with flexible work schedules  
 Benefit package for company drivers  
 Cell Phone Reimbursement  
 Bi Weekly Pay Direct Deposit  
 Mileage Bonus  
 Long & Short Haul Available  
 Small company attitude with a big company vision

Contact Kevin or Brad at  
Premier Bulk Systems  
**905-761-9300, 1-888-280-8406**

**525 office help**

**Innopharm**  
A CPL COMPANY

**Receptionist/Office Support**

Required for a pharmaceutical and analytical company. 1-2 years proven receptionist experience. Duties will include: greeting visitors and walk in traffic; switchboard duties; handling and distributing incoming and outgoing correspondence; preparing and arranging all courier parcels & documentation; providing administrative support to the management team. The ideal candidate will be an outgoing and a friendly individual with great organizational skills. A team player attitude, proficiency with MS Word, MS Excel, Outlook and strong data entry skills.

Interested applicants should submit a resume in confidence before  
Friday, October 31, 2003 via fax, or e-mail:  
Innopharm Inc.  
1 Valleywood Drive, Suite #100  
Markham, Ontario L3R 5L9  
Attention: Human Resources  
Fax: 905-470-9241  
E-mail: lfrangella@innopharm.net

We thank all applicants in advance, however only candidates of interest will be contacted.  
No telephone or agency inquiries please.

**525 office help**

**TEMPORARY OFFICE HELP**

Person fluent in English required for general office duties in Markham Entry level.  
Please fax resume to:  
**905-415-1526**

**530 sales help & agents**

**INDUSTRIAL SALES**

Experienced electric motor sales and service representatives for the GTA. Preference will be given to candidates with a mechanical and/or electrical engineering background.

Fax resumes to:  
General Manager,  
Lawrcon Electric  
(905) 686-2532  
www.lawrcon.com

**535 hospital medical, dental**

**DENTAL ASSISTANT**

Full time  
HARP certified  
Experience required  
Fax resume to  
East Markham  
Dental at  
**905-294-8209**

**532 retail sales help**

**ADMINISTRATION/BOOKKEEPING**

A well-established provider of computer hardware and services seeks an Administrator. Duties will include bookkeeping, collection and dispatch calling. Excellent communication skills required. AS400 & QuickBooks skills an asset.  
Please fax resume to Resources Manager  
**905-946-1949**

**532 retail sales help**

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**OUTSIDE SALES REPRESENTATIVE**

York Region's leading independent Staffing Service requires an experienced sales producer to sell our Temporary Help Office Services throughout York Region. We have an excellent compensation package. Join a WINNING TEAM!  
Call us at **905-737-2104** or email  
pdf@staffingsrvs.com

**STAFFING SERVICES**

**505 careers**

**The Linkage Group**

**BOOKKEEPER/ADMIN ASSISTANT:**  
Position reports to the General Manager. Requires high integrity, working knowledge of MYOB and strong excel skills. Payroll knowledge also of assistance. The right individual has good people skills and strong communication ability, is detailed and is prepared to work in a small office environment.  
Please send resumes to **(905) 415 2299** or e-mail to **bobp@linkage-group.com**

**511 retail opportunities**

**JOIN OUR RETAIL TEAM!**  
Grand & Toy at the Markville Shopping Centre is hiring.  
We are looking for someone to manage our account customers. The ideal candidate must have day availability, computer knowledge and successful telephone sales skills.  
Please apply in person or by fax to **(905)479-3979** with your resume & cover letter.

**514 salon & spa help**

**Blush Spa & Salon**  
is looking for Exp. Hair Dresser, also R.M.T. to join our professional and energetic team.  
Call 905-946-1995 ask for Pepe Main St. Unionville.

**515 skilled & technical help**

Local water treatment company seeks  
**INSTALLER/SERVICE PERSON**  
Must have own vehicle.  
Fax resume to:  
**(905)642-9078** or email to: **service@triquawater.com**

**515 skilled & technical help**

**CARPENTER**

For Full-time position. Min 5 years experience in commercial and industrial construction. Salary and benefits commensurate with experience.  
Fax resume: **(905)883-5243** or call **(905)884-4637**

**Please Recycle**

**525 office help**

**Bilingual Receptionist/Admin Assistant**  
for a busy Markham office.

Full time position with a minimum of 2 years experience required. Must be completely bilingual in French/English both written and oral. Excellent telephone manner, organization and interpersonal skills required. Good working knowledge of the Microsoft Office suite of products is necessary along with the ability to multitask, prioritize workflow and work independently in a team environment.  
Please fax your resume to **905-948-9051** or email to **hr.cn@checkpt.com**

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pdf@staffingsrvs.com

**STAFFING SERVICES**

**515 skilled & technical help**

**ASSEMBLERS & TECHNICIANS**

Cable Test Systems Inc. a progressive Markham based company requires assemblers and technicians with experience in an electronics manufacturing environment. Please e-mail your resume to: **jobs@cabletest.com**