

505 careers

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535 hospital, medical, dental

535 hospital, medical, dental



SANDGATE WOMEN'S SHELTER OF GEORGINA is currently seeking individuals with a strong feminist analysis and an excellent knowledge of women abuse and anti-oppression/anti-racism issues to compliment our existing services. Applicants should have a solid understanding of the issues facing women's organizations, as well as social factors that perpetuate violence against women. Experience in crisis counseling and group facilitation and a demonstrated ability to communicate with diverse groups and individuals is a must. Excellent oral and written English communication skills, knowledge and fluency in other languages are an asset, and computer competency in current software (Word, Excel, etc.) is required, plus flexible hours, a reliable vehicle with valid driver's license and insurance.

EQUITY COORDINATOR (Full-time - 2 year contract)

You will be responsible for developing and implementing an equity plan as well as providing leadership in the area of equity and diversity. Reporting directly to the Executive Director and operating in conjunction with an Equity Advisory Committee, the Equity Coordinator shall jointly vision equity objectives with the Management team for the following areas: Human Resources, Service Delivery, Communications and Partnerships, as well as Governance, with the aim to eliminate systemic barriers to access. The Equity Coordinator will be a resource for the organization in the area of equity, assist the management team to measure performance, make recommendations, and achieve targets.

Qualifications will include a post graduate degree in human services/human resources 3-5 years experience. Proven experience in leading an organization change process at senior management level, preferably on equity issues. Experience in working with women/children from diverse backgrounds, perspectives, socio-economic and linguistic skills.

In keeping with our ongoing efforts to represent the diversity of our community, we strongly encourage Women of Colour, Aboriginal, Asian, Immigrant, Lesbian, Franco-phonie and women from other diverse groups to apply.

Please forward your resume with cover letter to Sandgate Women's Shelter, P.O. Box 720, Jackson's Point, Ontario L0E 1L0 Attn: Patti Bell or fax to (905) 722-8416 or email to pbell@sandgate.ca as soon as possible or March 26/04 deadline. Only candidates being considered for an interview will be contacted. No telephone calls please.
United Way of York Region Member Agency

York Downs Golf and Country Club is a premium 27 hole private club located in Markham. We are currently seeking to fill the following positions:

- Full Time and Part Time Wait Staff
- Part Time Bartenders
- Formal and Informal Dining Room Cooks
- Dishwashers
- Locker Room Attendants
- Beverage Cart Attendant
- Starters

We provide competitive wages with bonus programs and a safe and friendly work environment.

If you are a hard working, mature self-disciplined, team player that would like to take advantage of this great, fast paced learning environment, than please forward a copy of your resume to:



Mr. Nick Diano
Clubhouse Manager
York Downs Golf and Country Club
4134 16th Avenue
Unionville, Ontario, L3R 0P1
ndiano@yorkdowns.com
Fax: (905) 477-0989

No phone calls please. Those candidates selected will be contacted.



Willows Estate
An Omni Home
We are accepting resumes for Full and Part Time

REGISTERED NURSES & REGISTERED PRACTICAL NURSES

We also have a part time opening for **MAINTENANCE PERSON**
Come join us at our 84 Bed Home in Aurora, Ontario where you can experience:

- Hope, Purpose and Belonging in Long Term Care
- Personal Growth through Unprecedented Educational Opportunities
- Making a meaningful contribution to the lives of others
- Fun and Laughter

Please submit your resume to:
Marie Murphy, Executive Assistant
Fax: (705) 742-9197
Email: marie@omni-way.com
Deadline for resumes: **March 10th, 2004**
We would like to thank all those who apply. Only those chosen for an interview will be contacted.

525 office help

525 office help

530 sales help & agents

530 sales help & agents

BPG Graphic Solutions
requires
FULL-TIME RECEPTIONIST/TYPIST

Must possess:
• Good typing skills/ Microsoft Word
• Excellent command of the English language
• Professional appearance
We offer a great office environment!
Please fax resume to:
Mrs. P. Bourgon (905) 944-9111
Email: patty.bourgon@bpggraphics.com

HEY SALES PEOPLE

IS YOUR COMPANY:
• Lowering your commissions?
• Downsizing?
• Cutting your territory?
• Controlling your destiny?
DO YOU HAVE TO:
• Knock on doors? **Choice #1**
• Drive all over Ontario?
• Set up your own Appointments?
• Live out of a Suitcase?
Well we've got great news. We're looking for a few good Sales People/Closers!
WE OFFER:
• Escalating Commissions!
• We're expanding!
• There is no territory! **Choice #2**
• You control your future!
• We bring the clients to you!
• Just drive to the Office!
• You get to go home each night!

Which choice will you make?
Call us at our Richmond Hill Sales Centre (Leslie & Highway 7)
Ask for Mr. William Peterson at 905-482-0419

Screen Print
Established Markham based Screen Print Company requires:
Sales Representative
The successful applicant will be responsible for existing customers and the development of new accounts. Guaranteed draw and commission are offered.
Inside Sales Service
The successful applicant will assist the Sales Department and be responsible for House accounts. Salaried position.
Screen Print sales experience an asset.
Please reply to:
resume@northamericandecal.com

515 skilled & technical help

515 skilled & technical help

IRRIGATION SERVICE PERSON
Experience required.
Good pay.
No weekends after May.
Please fax resume to:
905-642-2385

Richmond Hill machine shop requires
MACHINIST/METAL FABRICATOR
Manual mill and lathe experience required. Welding experience an asset.
Fax resume to:
905-770-9792

SCHOLASTIC CANADA LTD.
The leading publisher and distributor of children's books requires a
PRODUCTION COORDINATOR

Contract position
1 year commencing April 2004
This position in our marketing division will involve the coordination of print production for a myriad of departments. The successful candidate will have approximately 3-4 years of production experience, a solid background in print buying for the marketing/publishing sectors. Experience with display production, direct mail or book production would be an asset. Proficiency with Excel and MS Word for Mac is preferred.

The ideal candidate must have exceptional interpersonal skills and be a strong team player. Please note that our marketing division is presently located in Markham with plans to relocate to downtown Toronto in Spring 2005.

If you are interested in the above position, please forward a copy of your resume including salary expectation to:
Human Resources Division
Scholastic Canada Ltd.
175 Hillmount Road
Markham, Ontario
L6C 1Z7
Fax: 905-887-3639
E-mail: resumes@scholastic.ca
All resumes must be received by March 13th, 2004.
We appreciate the interest of all applicants, however, only those selected for an interview will be contacted.
No telephone calls or agencies please.



525 office help

530 sales help & agents

530 sales help & agents

Stouffville insurance agency requires
PART-TIME OFFICE STAFF
License or University required
Fax resume to:
(905) 642-6070

EXPERIENCED MORTGAGE SPECIALIST
Leads provided
Largest broker in Richmond Hill
Call
Northwood Mortgage
(905) 889-7676 ext 232

CARPET INSTALLER HELPER
required
No experience necessary, will train. Must have driver's license.
Call
(905) 471-3280

510 general help

510 general help

WAREHOUSE HELP
required for busy Richmond Hill company. Previous work exp with a carpet cutting machine preferred. Tow motor operator and receiving experience required, must possess strong math and communication.
Please fax all resumes to 905-731-7103
Attn: Warehouse Manager.

Maples of Ballantrae Golf Club
14248 Highway 48, Stouffville
(1.5 km north of Bloomington Road)
Now Hiring For The 2004 Golf Season
"New Facilities & New Management"
JOB FAIR
Sat., March 13th, 10:00am- 2:00pm
Seasonal Full & Part-Time positions:
Food & Beverage
• Kitchen staff including experienced cooks of all levels & dishwashers
• Clubhouse restaurant, lounge, patio & banquet servers & bartenders
• On course concessions
Golf Operations
• Retail Assistants, Back Shop, Driving Range & Valet
Golf Course Maintenance
• Enthusiastic, responsible team players whom enjoy working outdoors
If you are unable to attend, please fax your resume, cover letter & position of interest to: (905) 640-4713
email: robschmidt@sympatico.ca

Labourer: Person required for full time position, bobcat and forklift experience an asset. Shipping, receiving and heavy lifting (25 kg) responsibilities. Starting first week of March. Wages commensurate with experience.
Call Wayne or Doug:
905-473-2449 or 1-888-473-3378

Do You Love To Landscape?
Markham based landscape construction company requires enthusiastic
Foreman (M/F) & Labourers for the upcoming season. Pay commensurate with experience. Driver's license required. **Call (905) 472-9112 or fax: 905-472-4661**

Plastic Profile Extruder
requires
Shift Leader
able to set-up and supervise.
Markham location.
Phone: (905) 471-3456
Fax: (905) 471-0104

540 hotel restaurant

540 hotel restaurant

DOMINO'S PIZZA
Now Hiring Full & Part Time
• Manger Trainee
• Inside Help
• Drivers with own vehicle
Apply in person 4550 Hwy. 7,
1 block west of Main St. Unionville.