

york region

C · A · R · E · E · R · S

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

525 office help

525 office help

525 office help

530 sales help & agents

530 sales help & agents

530 sales help & agents

Myron is a world leader in imprinted promotional material. We have been in the business of helping our clients grow their business for over 50 years. Over the next couple of months we will be hiring for:

Business To Business Outbound Sales Representatives

- We offer:**
- Base plus Commissions plus Bonuses with a minimum Guaranteed Rate of \$14/hr
 - No cap on earnings
 - Full time, Monday to Friday 9:00 A.M. to 5:00 PM
 - Comprehensive Benefits Package
 - Paid Training - Modern office facilities including Employee Gym
 - Company paid Parking and other Great Perks
 - Located in N. E. Corner of Scarborough with easy access by Highways and TTC
 - Fast paced sales environment

- We require:**
- Motivated and progressive entrepreneurial individuals
 - Excellent English language skills, both verbal and written
 - Competent basic computer skills
 - Strong negotiating and closing skills
 - Professional and courteous telephone skills

Qualified candidates interested in rising to the Myron Challenge are urged to forward their resumes by email to hrcda@myron.com or by fax to 416-291-8786 or call our recruiting hotline @ 416-291-1834 ext-599



Myron encourages all qualified applicants to apply. However, only those who are being considered for an interview will be contacted.

www.myron.com



WORK FROM HOME:
5:30 P.M. - 9:30 P.M.
Sunday through Thursday
15+ hours per week

People are needed to work on the phone from their homes in Markham and Unionville to recruit volunteers for the Ontario March of Dimes' Annual Fundraising Campaign. Commitment of approximately 8-12 weeks starts immediately. Individuals are paid weekly upon documentation of work completed, at a rate of \$8 per hour to start. Excellent written and spoken English an absolute requirement.

Telerecruiters are NOT asking for money. If you are interested and available to start now, respond by stating your name and telephone number to: 416-425-3463 ex 705

Applicants are asked to respond by 5 p.m., Friday, September 10, 2004

Only those candidates selected for an interview will be contacted.

KOTT LUMBER

ON YOUR SITE

Kott Lumber is a wholesale lumber supplier located near Stouffville, serving the needs of the construction industry within the Greater Toronto Area. Due to our continued growth, we are currently seeking additional resources in the following areas:

Order Desk Associate:

The ideal candidate will be a personable and flexible individual with a positive and professional attitude. The ability to be a team player and to multi-task is essential. Knowledge and work experience within the lumber industry will be considered an asset. This position reports to the Operations Manager.

Receptionist/Invoicing Clerk:

The successful candidate will play a key role in representing this organization in a friendly, co-operative and professional manner both in person and on the telephone. Administrative tasks will include: managing the complete invoicing process, data entry, filing, mailing, and office organization. This position reports to the Controller.

Both positions require efficient and excellent verbal, written and organizational skills. Accurate knowledge and experience in Excel is essential and OMNI software is a definite asset.

Interested applicants are invited to apply by sending their resume and covering letter stating salary expectations to the attention of:

The Controller
Email: info-toronto@kottlumber.com
Fax: 905-642-0008

LEGAL SECRETARY
with experience required for litigation firm.
Steeles & Weston
Fax resume to 905-264-6679

RECEPTIONIST
needed for busy Markham Insurance Brokers office. Experience required. Must be fluent in English, friendly and cordial.
Please fax resume to Linda (905)475-0447

PART-TIME ADMINISTRATIVE ASSISTANT
We are looking for a person to work 5 half-days in our busy computer software firm located in Richmond Hill. This position requires excellent administrative & communication skills, including a sound knowledge of Microsoft Office product suite, and a good command of the English language. A car is also essential.
Please forward your resume to: Syntax.net
Attn: Office Manager
#105 - 95 Mural St., P.O. Box 16
Richmond Hill, ON L4B 3G2
Fax: 905-709-4467
Email: kgalloway@syntax.net
www.syntax.net

Please Recycle

A leading cosmetic company located in the Markham area is seeking a

Regulatory Analyst

Under the direction of the Manager of Regulatory Affairs, the successful candidate will be:

- Required to support international market regulatory requirements for product registration to assure that all necessary registration documents are in conformity with legal regulations of the marketing countries
- Providing support and assistance for international affiliates regarding the status of product registration and regulatory matters

- Qualifications:**
- Science Diploma or Bachelor of Science Degree required
 - 2 years science related experience and/or Regulatory experience
 - Excellent computer skills (Excel & Word)
 - Excellent organizational skills
 - Must be detail-oriented and responsive to customer requests
 - Excellent written and verbal communication skills

Applicants to fax their resume to 905-470-7659
Attention: Pamela Fuoco,
Human Resources department.

We thank all applicants, however, only those considered for an interview will be contacted.

VOLVO

PART-TIME PAYROLL AND BENEFITS ADMINISTRATOR

We are a Volvo company located in Aurora. Do you have ADP payroll experience and some exposure to group benefits programs? Do you use a computer? Are you interested in working 2 days a week in the comfort of your home? If so, we would like to hear from you!

Qualified candidates may apply to careerscanada@vfsco.com or by regular mail at:

ATTN: Human Resources
VFS Canada Inc
Unit 4 - 73 Industrial Parkway North
Aurora, ON L4G 4C4

514 salon & spa help

515 skilled & technical help

515 skilled & technical help

515 skilled & technical help

ESTHETICIAN
wanted for Melody's Nails & Esthetics, Stouffville. Non-smoking environment. Must have resume & diploma.
Call Melody at 416-524-1783

SHEAR OPERATOR
for jobbers shop in Markham. 5 yrs min. experience.
Fax resume to: 905-474-1922

GENERAL/ TRANSMISSION TECHNICIAN
Busy flat rate shop. The ideal candidate will have a Class A licence, and up-to-date Ford training.
For confidential interview fax resume, attention: Shop Foreman
SHANAHAN - Ford
Fax: 905-853-3004

NEW HOME SALES ADMINITRATOR
required immediately. Hwy. 7 & 9th Line, Markham. Mon-Thurs. 1-8 p.m. Friday 1-6 pm. \$10/hr.
Fax resume to: 905-209-0805

CONTRACT SALESPERSON

Due to the growth of our print media business, an opportunity has become available for a Sales Representative to work from home.

The successful candidate will bring the following skills and competence to the position:

- Ability to excel at making cold sales calls.
- Demonstrated presentation, negotiation and closing skills.
- Strong interpersonal skills including the ability to problem-solve.
- Proven time management skills, well organized and able to manage deadlines.

This is a great opportunity in a growing company. Advertising sales experience is a definite asset. Future career development opportunities exist.

Interested candidates should forward your resume, in confidence, to:

Box 133
c/o The Era-Banner
P.O. Box 236, Newmarket ON L3Y 4X1



Inbound Sales and Service Professionals

Columbia House, the world's largest marketer of music and video products for home entertainment has immediate full time and part time openings for inbound sales professionals. The successful applicants should possess the following qualifications: proven customer relations and problem solving skills, excellent telephone voice, must be dependable, reliable and self motivated with proficient computer skills, and a minimum of one year customer service and/or sales experience. Applicants must be available for shifts between the hours of 8 am and 11 pm Monday to Friday and 8a.m. - 5:30p.m. Saturdays.

Interested and qualified applicants to email their resume to:

Email: recruitment@chcmail.com

No agencies or telephone calls please, only potential candidates will be contacted.

CROSSMARK CANADA INC. is North America's Premier Sales and Marketing Organization.

In Ontario, we have immediate opportunities for **Part-time SALES and PROMOTIONAL CONSULTANTS** to represent our client, a Prestige Cosmetics and Fragrance Company. In order to align with our client's Marketing Campaign, we are seeking Female and Male candidates who have a youthful attitude, and are well-groomed.

- Skill Set required:**
- Outgoing, enthusiastic and high energy
 - Enjoy interacting with all consumers
 - Have proven experience in Sales
 - Make up, cosmetic and fragrance background
 - Able to work days, nights, weekends

We offer competitive salaries with opportunities to grow with our company. Please submit your resume to: hrcanada@crossmark.com and quote Ref#CAN20

Due to high volume only selected candidates will be contacted directly.

EXPERIENCED SALES PEOPLE REQUIRED Join the Shanahan Sales Team.

We're looking for self-motivated, energetic people who wish to earn an above average income. We offer a competitive remuneration package, benefits and a demo program.

If you're interested, please fax resume to: Randy Winstone or Tony Caietta

SHANAHAN - Ford
ISO 9001:2000
567 Davis Drive, Newmarket
905-853-5000 / 416-798-4858
Fax: 905-853-3004