

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

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SUPPORTING OUR COMMUNITIES THROUGH SERVICE EXCELLENCE

The community spirit found in York Region's nine urban and rural communities makes it a truly great place to live and work. At the heart of our success as the fastest-growing part of the Greater Toronto Area are our challenging, diverse career opportunities, ideal location and excellent quality of life.

Planner - Growth Management

PLANNING AND DEVELOPMENT SERVICES - LONG RANGE & STRATEGIC PLANNING

There are a wide variety of exciting planning issues related to the Region's commitment to innovative growth management, environmental protection and public involvement. This full-time position will focus on effective, innovative long range and strategic policy implementation and measurement. This opportunity is ideal for a creative professional with an interest in data systems and growth management policy planning, who wants to be part of an exciting, product-oriented, team environment.

With a degree in Regional Planning or an honours degree in a related discipline, and at least two years of experience in regional policy planning, you have gained an understanding of the issues facing a growing regional municipality, and are able to integrate a wide variety of studies and initiatives. You are innovative, enjoy challenges and are product-oriented. A thorough knowledge of planning principles, concepts, practices, methods and legislation is essential, as are project management, organizational, statistical analysis, computer and presentation skills and excellent writing abilities. Membership in the Canadian Institute of Planners is preferred.

This is a CUPE Local 905 (York Region Unit) position with a salary range of \$58,622.20 to \$63,700.00 per annum. Interested, qualified individuals may submit their resumes and covering letters, quoting Job Posting LN4682, by 4:30 p.m. on December 3, 2004, to the address indicated below. We thank all applicants for their interest; however, only those selected for an interview will be contacted. For additional information on York Region, please visit our website.

The Regional Municipality of York
Corporate Services Department
Human Resource Services Branch
17250 Yonge Street
Newmarket, ON L3Y 6Z1
Fax: 905-895-4232
E-mail: yrkhr@york.ca



www.york.ca

Markham home accessories company seeking:

CUSTOMER SERVICE REP/EDI

Must have excellent communication, EDI and computer (Word, Excel) skills. A minimum of 5 years CS experience.

INVENTORY CLERK

Must have excellent data entry and Excel skills. Experience with inventory processes required.

ACCOUNTING CLERK

Minimum 2 years experience with journal entries, general ledger, A/P and A/R and reconciliations. Car required.

GRAPHIC DESIGNER

Minimum 2-3 years experience in creative graphic and packing design. Diploma in Graphic Arts and good knowledge of PhotoShop, Illustrator, QuarkXpress with strong photo-editing skills.

PRODUCT DEVELOPER

Must have a thorough knowledge of home décor and/or gift markets with a proven track record of creating highly successful products. Excellent project management skills.

Email or fax resume by
December 3, 2004 to
thardy@burkartassociates.com
or (905) 479-4723

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markham@roberthalf.com

ROBERT HALF

FINANCE & ACCOUNTING

PURCHASING ASSISTANT

Located in Markham, this position reports to the Purchasing Manager and requires general business diploma or equivalent experience along with intermediate computer skills, strong organizational and admin skills and one year of purchasing experience preferred. Previous experience with Lotus Notes and Oracle an asset.

Responsibilities include, but are not limited to: generating purchase orders, tracking shipments, processing RMAs, coordinating with internal customers and external suppliers; updating price lists; sourcing new vendors; setting up new products and assisting with cyclical inventory counts. Send resume along with salary expectations to:

hr.cn@checkpt.com

Only those candidates selected for an interview will be contacted.

THE SAFEHAVEN PROJECT FOR COMMUNITY LIVING

A non-profit organization dedicated to servicing children & youth with multiple handicaps is seeking:

RESIDENTIAL SUPPORT WORKERS

- experience and/or knowledge of multiple handicapped children and adolescents with medical needs
- experience in a residential setting
- good verbal & written communication skills

Please submit typed resumes.

Only applicants selected for interview will be contacted.

Kathryn van der Horden, Program Manager

The Safehaven Project for Community Living

1173 Bloor St. West

Toronto, Ontario M6H 1M9

313-741-4133 Fax: 416-535-9782

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. We are currently recruiting outbound sales reps to make new prospect follow up calls to potential customers in North America.

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Quote Ref: NA2004

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

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Our successful consulting engineering firm has full time openings at our expanding Richmond Hill office for staff experienced in land development engineering.

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Applicants must have at least five years' related experience on subdivision projects, plus civil engineering education and ability to work autonomously. Strong AutoCAD skills required for the drafting and design positions. We offer attractive pay, bonuses, and benefits, share ownership, and a great work environment. Send your resume in confidence to:

Human Resources
THE SERNAS GROUP INC.
Fax: 1-905-432-7877
E-mail: hr@sernas.com

We thank all applicants for their interest.
Only those under consideration will be contacted.

HEALTH AND SAFETY MANAGER

Responsibilities include the ongoing development, implementation, evaluation and monitoring of all health and safety programs. Effectively manage all WSIB claims and liaise with WSIB adjudicators and appear, if necessary, at any hearings. Other functions include: managing early return to work and modified duties programs, JHSC, workplace inspections and accident/incident investigations.

You have a minimum of five years experience in a senior health and safety role, plus enrollment (completion preferred) in the CRSP Program. Excellent knowledge of OSHA, WSIB and other regulatory/legislative requirements required. Experience within distribution, warehouse or manufacturing operations preferred.

Interested candidates are invited to respond in writing to:
Human Resources Dept., Ganz,
Fax: (905) 856-4647
Email: hrcanada@ganz.com
No phone calls, please!

ATTENTION

Due to the alarming number of returned cheques and declined credit cards used to pay for advertising, any such transactions will incur a \$25 service charge.

Shipper/Receivers

Energetic people required to ship, receive and coordinate movement of product. Must be able to lift 50lbs. Forklift license an asset.

Payroll Administrator

Prepare, input and audit two payrolls. Prepare ROE's, T4's and payroll year end. Minimum of 2 yrs experience administering a payroll (using ADP) and completion of CPA level 1 required.

Positions located in Woodbridge.
Email: ehughes@soroc.com
Fax: 905-265-1853

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515 skilled & technical help

AZ DRIVER
with tow motor & warehouse exp. 5am start-load trucks/organize warehouse. Some local deliveries for Gormley based co. Fax resume, drivers abstract, CVOR, police search 905-888-1879

SERVICE TECHNICIAN
Req'd in North Scar. \$10/hr to start. Full-time position. Must have G license & 2 references. No exp. needed. Company will certify. Call Express Personnel at 905.415.2670.

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515 skilled & technical help



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