

505 Careers

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HVAC ESTIMATOR/ SALES POSITIONS
E.H. Price Ltd. is a leading manufacturer and distributor of air distribution products. We currently have openings in our Vaughan office for individuals graduating from Mechanical or HVAC programs. These progressive positions would initially involve material take-off from prints, pricing of material lists, preparing of submittal drawings and product sales.

FULL-TIME WAREHOUSE HELP
Shipping, receiving, stocking shelves and packing orders.

Apply by fax or mail to:
E.H. Price Ltd.
282 North Rivermeade Rd.
Vaughan, ON L4K 3N6
Attn: Manager
Fax: (905)669-8023

509 Drivers

509 Drivers

ON CALL DRIVERS WANTED
Open House
Wednesday, January 26th - 12-3pm
at Enterprise Rent-A-Car
7390 Woodbine Avenue, Markham
\$7.50 per hour
Please apply within

514 Salon & Spa Help

514 Salon & Spa Help

ESTHETICIAN & REGISTERED MASSAGE THERAPIST NEEDED
• full & part time
• flexible working hours
• continued education provided
• no clientele required
Call Marc at (905)642-0336
Headlines Salon and Spa

HAIRSTYLIST

Licensed for children's salon in Markville Shopping Centre.
Flexible hours. Salary and commission.
Please call (905)944-9098

MECHANIC

Trailer Fleet Services, a part of the General Electric Family, is the national leader in trailer rental & leasing. Currently we have an excellent full-time opportunity available at our Scarborough branch.

We seek an individual who will work primarily as a Mobile Service Mechanic. You'll provide full maintenance service on our leasing fleet. Specific responsibilities include preventative maintenance as well as brake, suspension and body repair and replacement. A licensed semi-trailer mechanic with at least 1 year of experience is preferred and you must have a clean driving record.

We offer an excellent compensation and benefits package including paid time off, medical, and dental plans. To apply, please forward resume to Trailer Fleet Services, Attn. Mike Cagney, 300 Nugget Avenue, Scarborough, ON M2S 4A4. Fax: 416-609-5677. Visit our website at www.tiptrailers.com. An Equal Opportunity Employer.

TRAILER FLEET SERVICES

A GE Company

CCTV/SECURITY WIRING SUBCONTRACTOR & INSTALLER

Car required. Will train. Experience an asset. Recent grads welcome.

Fax resume to David
905-927-1258

TELEMARKETER

Experience an asset. \$10/hr plus bonus.
Call
905-248-4849

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.

Promote your company's **INTERNET PRESENCE** in the Classifieds. Be sure to include your **WEB ADDRESS**

515 Skilled & Technical Help

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A highly automated waste resource recovery plant located in Newmarket is presently seeking personnel for the following positions:

EQUIPMENT OPERATORS

- Minimum 3-5 years equipment operation experience (in the waste industry) AZ Licence preferred but not necessary.
- Familiar with operating, front-end loader, roll off truck
- Is a holder of a clean driving abstract
- Ability to work shifts
- Minimum Grade 12 education.

TIPPING FLOOR OPERATOR

- Shift work
- Operate front end loader (previous experience required)
- Marshall trucks into and out of building. Quality Control. Ensure proper storage of material.

GENERAL LABOUR

- General Labour
- Operations
- Plant clean-up
- Assist maintenance department
- Sorting

VCU OPERATORS

- Basic computer knowledge
- Experience in the operation & maintenance of process equipment and wheeled loaders is an asset.



Please fax your resume to:
905-868-8225
Attn: H.R. Dept.

525 Office Help

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525 Office Help

bulk barn

Guaranteed top Quality!

Position available with a progressive franchisor of over 80 retail specialty food stores located in Richmond Hill.

Order Department Clerk

Reporting directly to the Director of Merchandising, responsibilities include data entry related to receiving, shipping and invoicing of warehouse product, as well as involvement with various administrative duties within the department. A detail-oriented approach as well as data entry experience in a computerized environment is essential.

If you meet these requirements and seek a challenging position, please fax your resume to Ben Young at 905-886-3717 or email your resume in MS Word format to benyoung@bulkbarn.ca by Monday January 31, 2005.
No telephone calls, please.

Canada's largest bulk food retailer and more.

Part-time Customer Service Representatives

Responsible for handling inbound calls, responding to inquiries, promoting products, and providing a high level of service to our customers.

If you are a high school graduate with good communication and keyboarding abilities, able to work in a team environment, possess excellent problem solving skills and have flexibility to work various day or evening shifts, we look forward to your application!

Shift hours, Monday to Friday from 4pm -9pm in Markham or 8am -12 pm in Toronto. Initial 3 week training period is Monday to Friday, 8:30am-5 pm.

Apply in confidence to shelly.spence@dhltd.com by February 11, 2005. Successful candidates will be required to pass security clearance.

**Davis + Henderson**

Thank you for your interest in Davis + Henderson; only qualified applicants will be contacted.
The leading provider of Cheque Supply Programs to Canada's Financial Institutions

Senior Administrative Assistant

As a global company serving a global economy, Panduit is one of the world's premier manufacturers of electrical, wiring, data, and communication products.

The successful candidate must have previous experience in an office environment. Must possess a sound working knowledge of MS Office with high proficiency in Excel (math). Needs to be flexible and be able to demonstrate strong communication skills. This position is offered as a one-year contract to cover a leave of absence.

Please forward resume to: Panduit Canada Corp.
140 Amber Street
Markham, ON L3R 3J8
Fax: (905)475-1590
e-mail: hrcanada@panduit.com



525 Office Help

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TELEMARKETERS/SALES REPS LAWSAVERS

...is seeking lazy, spineless, mumbing pessimists who couldn't sell cold water in the hot desert! Sense of humour is a must!
Yonge/ Hwy #7.
905-707-9994
iwant2work@lawsavers.com

Malach & Fidler

seek a **Litigation Law Clerk** with approximately 5 years experience. Applicants should have a working knowledge of the SABS. Our office is located at Hwy. 7 & Leslie
Fax resume to:
Attn: S. Thorpe: 905-889-1139

RECEPTIONIST/ PERSON FRIDAY

required for a Markham location construction company. Your demonstrated ability to work as a team member in a small and busy environment will be a preferable asset. Strong computer skills using Microsoft Office XP, including Word and Excel are required. Experience with internet/web page management will be a bonus. An excellent written and oral command of the English language is necessary. Duties will include answering the phone, directing and assisting clients, typing quotations, dealing with couriers, tracking supplies and taking initiative in recognizing ways to assist other team members.

Send resume including salary expectations by fax to: 905-470-6677 or by email to: hm@greenferd.com
Only those considered for an interview will be contacted.

ACCOUNTS/ RECEIVABLE CLERK

Markham based importer of cellular products needs an A/R collections- full-time, \$12/hr. with benefits and salary. ACCPAC experience and a positive attitude with superior communication skills as well as MS Office a must.

Fax or email resume to: 905-948-1692
margo@talktyme.com

Well established distribution company in Markham requires
RECEPTIONIST.

Position requires person to handle phones, greet people coming for showroom appointments, word processing and other administrative tasks. Individual must have strong command of the English language, both in speech and comprehension, and must enjoy dealing with customers and sales reps in a multi division environment.

If you have an outgoing personality and project a professional image when dealing with people, please fax resume to: 905-474-0960
Attn. Customer Service Mgr.

Markham Co. seeks to fill ENTRY LEVEL ADMINISTRATIVE

position. This newly created position will include the preparation of shipping documents, order tracking, appointment booking and many other functions. The successful candidate will be fluent in spoken & written English, have strong computer skills, multi-tasking abilities and the ability to work seasonal overtime.

Interested parties may either fax their resume to: 905-470-4115 or email to: stefanie@rubiescanada.com

Progressive vehicle leasing company located in Markham immediately requires an individual to join our administration department. Must possess a minimum of 5 years relevant experience with an accounting background. Great work environment, excellent location and benefits.

Please fax resume & salary expectations in confidence to Sheryl Terzo at Landmark Vehicle Leasing
905-477-5902

Perras Consulting Inc.
Markham (Allstate Pkwy)
www.perrasconsulting.com
RESEARCHER and SEARCH CONSULTANT
We are seeking high quality, recruitment professionals to join our established Executive Search practice. Research, recruitment or equivalent HR experience required.
Please e-mail resumé, in strict confidence, to: info@perrasconsulting.com.
While we appreciate all replies, only those being considered will be contacted.

525 Office Help

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A medium-sized executive search firm, located in Markham (404/Hwy 7) requires a full-time

ADMINISTRATIVE ASSISTANT

Responsibilities will involve providing administrative support to seven professional consultants, receptionist duties and word processing. Superior word processing skills, advanced knowledge of Microsoft Word, a keen eye for detail, and excellent telephone communication skills are essential. We require a professional and polished image, a high service orientation and likability.

Competitive salary and a professional, upbeat work environment are offered.



Please reply to:
Carmichael Birrell & Co.
15 Allstate Parkway, Suite 210
Markham, Ontario L3R 5B4
Fax: 905-470-8685
E-mail: info@cbxsearch.com
www.carmichaelbirrell.com

F/T ADMIN CLERK/RECEPTIONIST

The FSA Group, a full service direct marketing production company requires a Full Time Admin Clerk/Receptionist. Must have excellent communication skills and pleasant telephone manner. Knowledgeable in Microsoft Office, Excel, Word and Power Point. Must be able to handle a fast-paced environment and offer administrative support to all other departments. If you are a responsible, motivated individual fax your resume to:

905-513-6035, Attn: Nicole
E-mail: nicoleh@thesagroup.com
No phone calls. Only those candidates being considered for interviews will be contacted. Thank you.
1351 Rodick Road, Markham, ON L3R 5K4
www.thesagroup.com

Manufacturing company in Markham has immediate opening for an outgoing, energetic

ADMINISTRATIVE ASSISTANT/RECEPTIONIST

Must be fluent in English with good communication skills. Experience in Word, Excel and Outlook are required.

Send resume to hr@silentgliss.ca or fax (905) 470-6906.

530 Sales Help & Agents

530 Sales Help & Agents

OUTSIDE SALES REPRESENTATIVE

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

STAFFING SERVICES**Attention Lawr: Care Sales Reps**

Full Time/ Part Time Needed
Paid Training
Hours: Mon-Fri 1pm-9pm Sat 10am-2pm
\$10 - \$12/hr + commission
Career Opportunities Available
Attention: Jennifer De Witt
Email: nutrilawstaff@bellnet.ca

McKenzie RV is seeking a position for an

EXPERIENCED SALES PERSON

(women welcome) with a desire to succeed. You must have good communication skills, be well organized and be customer oriented.
Please contact Peter at:
905-479-1000
or fax 905-888-7007

535 Hospital, Medical, Dental

535 Hospital, Medical, Dental

Well established dental centre seeks

F/T LEVEL I or II DENTAL ASSISTANT

for its new Stouffville office.
Please fax resume to:
905-642-2077

PART TIME CHIROPRACTIC ASSISTANT
required for reception work and assorted duties. Involves some afternoon/evening work and alternate Saturday mornings.
Please fax resume to: 905-471-6148 or call 905-294-1400