

525 Office Help

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535 Hospital, Medical, Dental

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510 General Help

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Immediate position available for a medical **ADMINISTRATIVE ASSISTANT**, who is mature, enthusiastic and responsible, to work 25-30 hours/ week in Markham near the hospital. This position requires experience with dicta typing, a typing speed of no less 65 WPM, proficiency in MS Word and Excel, speak, read and write English proficiently, have your own computer with email and Internet, and lives in the East Markham area. Some bookkeeping/ accounting experience is a bonus. Must be able to work unsupervised. Salary depends on qualifications. Fax your resume to: (905)471-9799

ACCOUNTING ASSISTANT
1-2 years experience. A/P, payroll, billing reports. Strong analytical & problem solving skills. Email resume to: inquiry@woodbridgepallet.com

PART TIME SECRETARY/ RECEPTIONIST
Approx. 10hrs. per week. Main St. Unionville
Call (647)891-5000

Office Help BOOKKEEPER
needed for mid-size business; 1-2 days/week. Min. 5-yr's experience and must be proficient in QuickBooks & MYOB
Fax resume to: 905-640-3836

530 Sales Help & Agents

530 Sales Help & Agents

VILLAGE NISSAN
AUTOMOTIVE SALES
Retail experience preferred

WE OFFER:
* Award winning vehicles
* Outstanding commission plan
* Monthly & yearly bonus
* Comprehensive benefit pkg.
* Company demo plan
* High traffic volume location
* On going mgmt. training & support

P/T RECEPTIONIST
Required 2 evenings/ week & alternating Saturdays
Please fax resume to Ted Kelly
905-940-6636
Village Nissan
4600 Hwy #7, Markham

SALES AGENT WANTED
Work your own hours. Commission based
Call Matt (416)410-8881 or email matt.oktrade@sympatico.ca

TO PLACE YOUR AD CALL
1-800-743-3353

535 Hospital, Medical, Dental

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Altima Dental Canada is seeking great people!

We have positions available for Patient Coordinators and Senior Patient Coordinators, decision makers with dental experience, intelligence, compassion, warmth, a sense of humor, grace under pressure, loyalty, common sense, uncommon kindness and a passion for quality. Locations include North York, Thornhill & Downtown Toronto. If you want to join an amazing team where you can work, learn, grow and play, talk to us!
Email: hr@altima.ca Fax: (416)785-5561
Visit www.altima.ca for all our current opportunities

DENTAL RECEPTIONIST
full time for a York Region Orthodontic office. Dental knowledge required. Please fax resume to: 905-642-9692

Unionville Home Society

UHS provides resident-focused care and fosters a team environment. Embracing the core values of Respect & Caring, Integrity, Excellence, Creativity and Professionalism.

We are seeking **REGISTERED PRACTICAL NURSES, WITH MEDICATION CERTIFICATE, GENERAL MAINTENANCE/ JANITORIAL AND HOUSEKEEPING STAFF** to join our dynamic team!

Part Time and Casual Positions Available.
LONG TERM CARE IS THE SPECIALTY OF THE FUTURE. JOIN OUR TEAM!

Please forward your resume to:
Sara O'Donnell, Human Resources & Staff Education Coordinator
Unionville Home Society
4300 Hwy 7, Unionville, Ontario L3R 1L8
Fax # (905)477-0679 or e-mail sara@uhs.on.ca
No phone calls please. We thank all applicants for their interest, however, only those selected for an interview will be contacted.

CHAIRSIDE, HANDS-ON SURGICAL ASSISTANT
Energetic, caring, 2-3 days/ week. Drop off resume with references to:
Markham Podiatry, (Foot Specialist)
4997 Hwy. #7, Markham

540 Hotel Restaurant

Earl of Whitchurch Pub
6204 Main St. Stouffville requires immediately
•LINE COOK
•DISHWASHER/ PREP PERSON
Full & Part Time
Must be experienced. Flexible hours. Great pay. Great working environment.
Apply in person or fax 905-640-9960

540 Hotel Restaurant

540 Hotel Restaurant

FULL-TIME KITCHEN SUPERVISOR WITH BAKING EXPERIENCE
Required for 18 seat Tea Room in Stouffville.
Tuesday - Saturday, no evenings
We are seeking a baker with trade experience or a home baker with passion. You will be responsible for producing all our baked goods, as well as food prep, sandwich making and kitchen clean-up. If you are self motivated, hard working and enjoy multi-tasking, we would like to hear from you. Please submit, or drop off your resume to: 6308 Main Street, Stouffville, L4A 1G8 or call (905)640-8787 for further information.

510 General Help

Counter Help
Required Monday - Friday Day and evening hours available. Apply in person: Jimmy the Greek Restaurant (Markville Mall) 905-474-3756

545 Teaching Opportunities

545 Teaching Opportunities

Private school in Unionville has the following position available for Sept. 2005
Experienced, qualified
•Montessori Teachers
•After School Monitors 3:30-6pm.
•French Teacher (preschool/elementary)
•Preschool Gym Teacher
Elementary
•Computer Teacher
•Program Resource Teacher
•Teachers - Grades 1-8
Fax resume to: 905-474-5767 or email ums2@sympatico.ca

WANTED

Web Developer/ Graphics Designer
with strong knowledge of current web design, language and media
Fax resume to: 416-291-7637 or email: info@watchnetdvr.com

510 General Help

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JOB FAIR
FEBRUARY 23rd & 24th
10am to 2pm

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, Bus person
- Locker Room Attendants
- Beverage Cart Attendant
- Starters, Back Shop Attendant
- Greenkeepers

We provide competitive wages with bonus programs and a safe and friendly work environment.
If you are a hard working, self-disciplined, team player that would like to take advantage of this great, fast paced learning environment, please attend our job fair or forward a copy of your resume to:
Mr. Amir Karmali
Food & Beverage Manager
York Downs Golf and Country Club
4134 16th. Ave., Unionville, Ontario, L3R 0P1
akarmali@yorkdowns.com Fax (905)477-0989
No phone calls please. Those candidates selected, will be contacted.

CLUBLINK
ONE MEMBERSHIP
more golf

STRONG DRIVE REQUIRED OFF THE TEE

ClubLink, owner, operator and developer of some of the finest golf properties in Ontario and Quebec is gearing up for another great season of golf. If you are a high energy, service-oriented individual, we welcome you to join us in one of these dynamic full-time or part-time positions:

Golf Operations Starters, Marshals, Golf Services Staff, and Back Shop Staff
Turf Operations General Turf Labourers, Mechanics, and Horticulturists
Hospitality Supervisors, Cooks, Dishwashers, Servers, Beverage Cart Operators and Housekeeping Staff

We will be holding an open house at the clubs in your area. Please drop by between 10 a.m. and 2 p.m. to submit your resume and meet some members of the management team.

February 19, 2005
Emerald Hills Golf Club - Stouffville
King Valley Golf Club - King City
Station Creek Golf Club - Gormley

February 26, 2005
DiamondBack Golf Club - Richmond Hill
King's Riding Golf Club & Highland Gate Golf Club (Open House at King's Riding in Aurora)
Rolling Hills Golf Club - Gormley

For property location information, or to apply on-line please visit our web site at:
www.clublink.ca

Wood Man

CUSTOMER SERVICE REPRESENTATIVES

We are seeking hard working, motivated individuals for a rewarding position as a Customer Service Representative. Excellent communication, telephone and organizational skills are required. Ability to multi-task and a willingness to work in an exciting & fast paced environment essential. Wages \$11/hour. 8:30-5pm or 12-8:30pm shifts available. Full-time seasonal positions. Computer knowledge, fast and accurate typing a must.

To apply for this entry level position, Contact Michelle at 416-269-8333 between 9am-4pm
We Will Amaze You!

EXPERIENCED COOK
•BARTENDERS/ SERVERS
•COUNTER HELP required immediately for Markham restaurant. Full/part time positions available. Fax resume to: 905-475-1817

TOW TRUCK DRIVER
wanted. G License required. Please fax driver's abstract to: 905-660-6651 Attn: Andrea

BONAVISTA POOLS

Has immediate positions available for indoor pool weekly maintenance service. We also require university students for full time summer positions in pool maintenance. Lots of hours allow you to earn \$8,000.00 for the season. You must be reliable, willing to learn and to work outdoors in all types of weather. Drivers licence is required. You must have own transportation to & from our office in Markham. Please submit resume by mail, fax or email to join our energetic team!
Fax: 905-475-7076 40 Shields Court Markham, ON L3R 0M5
Email: nicole@bonavistapools.com

LANDSCAPE LABOURERS
Required. Experience preferred.
Call Brad, 905-640-8574

NEED A CHANGE OF SCENERY?
Green Lawn, the leader in lawn care, is seeking individuals interested in Lawn Technicians, Lead Runners, Full & Part Time Sales Positions.
We offer:
• Competitive Base Pay + Commission
• Excellent benefits including medical & dental

For more information, contact Mo at 905-760-0401 Fax: 905-760-0470
mkanji@greenlawn.com

START WORK WEDNESDAY
Looking for a number of people to train as Air Quality Technicians.

WE OFFER
• Complete company training
• Up to \$14.95/hr /\$2500.00/mth to start
• Paid company vacations
• Full time hours, no lay-off
• Professional & friendly work environ.

YOU OFFER
• Willingness to learn
• Positive Attitude
• Presentable appearance
• Punctuality
• Good work ethic
Must have valid driver's license
Call 905-652-6861
Mon & Tues, 9am-5pm for interview



Markham Green Golf Club

Positions available for 2005 season
RANGERS, SUPPORT & GROUNDS STAFF
Must possess G or G2 license.
Please forward resumes to:
Paul C. Morrell
info@markhamgreengolfclub.ca
120 Rouge Bank Dr. Markham, ON L3Y 4B7
Tel: 905-294-6455 Fax: 905-294-6288

Expanding fast paced marina located at Hwy#400/ Major MacKenzie area has positions available for:
•FULL TIME SERVICE WRITER
The ideal candidate will serve as the first line of communication with our customers. Duties will include but are not limited to, writing work orders, warranty claim processing and aiding in daily operations of the service department. Strong computer & organizational skills are a must.
•FULL TIME PARTS DEPARTMENT ASSOCIATE
The ideal candidate will maintain inventory control, ordering, shipping, receiving and sales tracking in a busy parts department. Strong computer and organizational skills are a must
Contact info@skylinemarina.com (indicate the position you are applying for)

Fax us your ad
1(905) 853-1765