

york region C·A·R·E·E·R·S

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Monday - Friday 8:00 am - 6:00 pm

1-800-743-3353

www.yorkregion.com

505 Careers 505 Careers 505 Careers 505 Careers 505 Careers 505 Careers 509 Drivers 515 Skilled & Technical Help 515 Skilled & Technical Help



THE CORPORATION OF THE TOWN OF GEORGINA

Information Technology Technician

The Town of Georgina's Administrative Services Department is seeking an experienced and dedicated Information Technology professional to join our IT Division.

Responsibilities: Maintenance of the Town's information technology services and infrastructure; operational support to users, utilizing various hardware, operating systems, application software and networks; new systems set up and installation; monitor, trouble-shoot and upgrade IT resources; provide recommendations on program and equipment needs and/or purchases; assist with data recovery; maintenance of the Town's web-sites through design and implementation of HTML documents; install, configure and maintain various components for corporate networks, including VPN; provide technical support for security and communication systems; respond to inquiries and/or liaise with staff, Directors, members of Council and suppliers; as a member of the IT team, assist with inventory control, disaster recovery, and all duties related to the Town's information technology services and infrastructure.

Qualifications: College Diploma in Computer Sciences or related discipline; previous related experience in a public sector environment, preferably at the municipal level; experience with Microsoft Windows operating systems, LANs, UNIX, Windows NT, web-site design/updates; knowledge of telecommunication systems; strong communication, organizational, customer-service, research and problem-solving skills. Must possess a valid Class G Driver's License.

The Town of Georgina offers a comprehensive benefits package and an annual wage rate of \$45,941 - \$51,046.

Qualified applicants are invited to submit a detailed resume and cover letter on or before Monday, May 16, 2005, quoting file J.2.2005-17, to:

Human Resources Manager

Town of Georgina
26557 Civic Centre Road
Keswick, Ontario
L4P 3G1

E-mail hr@georgina.ca or Fax 905-476-1957

We thank all applicants for their interest and advise that only those candidates selected for an interview will be contacted. Personal information is collected under the authority of The Municipal Act and will be used to determine eligibility for employment.

Launch your Sales Career with Myron today!

Myron is a world leader in imprinted promotional material. We have been in the business of helping our clients grow their business for over 55 years. We are currently recruiting Sales Reps to make Outbound sales calls to new and existing customers in North America and Australia.

NORTH AMERICA HOURS ARE MON. TO FRI. 9:00 AM TO 5:00 PM (Quote Ref. NA2005)
AUSTRALIA HOURS ARE SUNDAY TO THURSDAY 7:00 PM TO 3:00 AM - (APR. TO OCT.)

OCTOBER TO APRIL 5:00PM TO 1:00 AM (Quote Ref. Az2005)
Candidates for the Australia team must have their own car.



We Offer:

- Base plus commission plus bonuses - no cap on earnings
- Competitive benefit package after 90 days
- Paid training - modern office facilities, including employee gym
- Company paid parking
- Located in NE corner of Scarborough with easy access
- Fast paced sales environment

We Require:

- Motivated entrepreneurial candidates with strong negotiating and closing skills
- Excellent English language skills, both verbal and written
- Computer savvy
- Professional presentation 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 recruitment hotline at 416-291-1834 ext.599

Myron
The Leader in Personalized Business Gifts™

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

CONTRACTS MANAGER

req'd for very busy roofing co. Knowledge of roofing trade preferred, construction knowledge O.K. General negotiation and business skills mandatory. Please fax resume and salary expectations to: (905)640-7352.



IN THE SPOTLIGHT

Your ad in the Classified section reaches the area's largest newspaper audience. 1-800-743-3353

SESCOLITE

CREATIVE LIGHTING • SINCE 1920

MANAGER

RICHMOND HILL RETAIL SHOWROOM

We're looking for a dynamic Showroom Manager to take us to the next level. While Sescolite Lighting has been around since 1920, Sescolite's Richmond Hill Showroom is only 2 years old. We're looking for a Manager who loves to sell, thrives on retail and wants to have a strong voice in Sescolite's future. The person ideally has a retail home furnishing background. Knowledge of lighting, while a bonus, is not critical, we'll teach you everything you need to know.

This position reports to the President. The compensation is competitive and includes salary, commission and performance bonus.

Please send your confidential resume to the President, Sescolite Lighting Head Office, at: salesinfo@sescolite.com or by fax at: 416-651-9519

514 Salon & Spa Help

514 Salon & Spa Help

Hair Stylists

Build a career starting day one.

MARKHAM LOCATIONS

- hourly wage plus commission
- excellent benefits package
- full and part-time positions
- flexible working hours
- equipment provided
- advanced training program
- no clientele required

Call: Shelbie 905-887-3590 or Angela 905-471-4888



www.firstchoice.com
Welcome...to a world of choice

Body Beautiful Salon & Spa in Aurora is looking for ESTHETICIANS

Apply in person
2-34 Orchard Heights Blvd., Aurora
or fax resume to:
(705)721-0855

Hair Salon and Spa

in Unionville requires ESTHETICIAN

full or part time
min. 3 days/ week.
Please call: (905)477-3646
or email: liznpaul@on.aibn.com

515 Skilled & Technical Help

515 Skilled & Technical Help

NOW HIRING!!!

Alpa Roof Trusses Inc.
Due to rapid growth in this industry we have immediate openings for:

- Sawyers
- Labourers
- Assemblers
- AZ Drivers

Full-time, team atmosphere, will train. No calls. Apply in person: 5532 Slaters Road, Vardorf

SUMMER JOB

Telecommunications Service Centre is currently seeking for Electronic Assembler, Quality Control and Technician
College or University grade is preferred. Employees must be able to work 40 hours per week.
Fax resume to 905-415-2688 or email to katie.chan@futuretel-service.com

LOCAL DZ 5 TON DRIVER

for cartage co.
Fax cvor + abstract to:
Ron
905-201-9502
or call
905-201-9293

525 Office Help

Chimney company requires

FULL TIME OFFICE HELP

Hours: 9am-4:30pm.
Excellent communication skills.
Fax resume:
905-479-6805

535 Hospital, Medical, Dental

Clarke Basement Systems

Requires clerical assistance.
Flexible hours.
Part-time.
Working in Old Markham
(905)472-4861

540 Hotel Restaurant

Earl of Whitchurch Pub

6204 Main St. Stouffville requires immediately
•LINE COOKS
•WAIT STAFF
•BARTENDERS
Full & Part Time
Must be experienced. Flexible hours. Great pay. Great working environment.
Apply in person or fax 905-640-9960

515 Skilled & Technical Help

IMMEDIATE POSITIONS

DINING ROOM MANAGER, WAIT STAFF, BUSERS, & P/T DISHWASHERS
Experience required.
Fax: (905)773-5141
or email to: spunzo@bellnet.ca

510 General Help

LANTECH CONSTRUCTION

Requires skilled Stone Masons & skilled landscape construction workers.
Must have own transportation.
(905)833-2888

515 Skilled & Technical Help

515 Skilled & Technical Help

NOW HIRING

Local company is now hiring full time machine operators to operate wood working machinery.
Please fax resume: 905-642-0675

525 Office Help

525 Office Help



Contracts Estimator And Contracts/Upgrades Administrator (2 Positions)

MATTAMY HOMES LIMITED
EAST GTA DIVISION
140 Renrew Drive, Suite 206
Markham, Ontario L3R 6B3

Due to our rapidly expanding team, the above 2 positions must be filled. Both candidates shall be self starters, highly organized individuals proficient with figures and formulas and possess advanced skills in Microsoft Excel, Power Point, Word. Candidate shall have a strong ability to multi-task in a young & dynamic, extremely fast paced, detail oriented environment.

Those qualified & interested please Email resume to:

employment@mattamycorp.com
"EAST GTA -Contracts Estimator"
OR
"EAST GTA -Contracts/Upgrades Admin."

EBONY VILLAGE COMMUNITY SUPPORT SERVICES, a newly-formed African-Canadian community organization funded by United Way, requires the services of a PART-TIME PROJECT COORDINATOR to work flexible hours: DUTIES: Establishing the project office. Coordinating activities for women, youth, seniors and families. Fund-raising activities. Volunteer coordination. Managing the organization's budget.

REQUIRED SKILLS: Efficiency with Microsoft Office. Excellent interpersonal skills. Knowledgeable of York Region. At least 2 years community development experience. Understand the barriers facing the African-Canadian community. Ability to work independently.

Ebony Village Community Support Services works in an anti-oppressive framework, and welcomes applicants from diverse ethno-cultural backgrounds. Please forward your resume: E-mail: vernonclarke3@hotmail.com Fax: (905) 770-7064

Busy Richmond Hill Tool & Die company requires a full time RECEPTIONIST to answer 6 line phone system, greet customers, paging, assist with accounts payable and provide some light administrative support. Must be reliable, able to multi-task and have experience with MS Word, Excel and ACCPAC. Minimum 3 years experience required.
Fax resumes to HR at 416-229-2276 or e-mail employment@camtooldie.com

Expanding Fashion wholesaler in Markham, hiring
1) Order Entry and Computer Service
2) Computer System Maintenance
3) Bookkeeper, A/R, A/P, Collection

Applicants must be fluent in English, French an asset; Good telephone manner, typing 45wpm+; good knowledge of MS-Office & Quickbooks, love fashion.
Fax resume & salary expectations to: 905-940-9911

SECRETARY/BOOKKEEPER

Full time. Must be computer literate including Quickbooks, Word, Excel, Lotus; be familiar with payroll, A/P, A/R, Health plan available.
Fax/email resume:
905-669-1278
adc@adcaluminum.com

CUSTOMER SERVICE REP

Min. 2 years experience
College Graduate
English first language.
Fax resume to
416-291-3340