

505 Careers

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515 Skilled & Technical Help

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525 Office Help

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Are you a Foreign Trained Professional and looking to re-enter your Profession in Canada?

OUR EMPLOYMENT SPECIALISTS Can help you

- Learn about Canadian workplace culture
- Explore networking and job opportunities
- Connect to Employers in your field

CONNECTING YOU TO YOUR PROFESSION

VISIT US AT OUR NEW LOCATION
20 Crown Steel Drive, Unit 15, Markham

Services are available at no cost to residents of York Region

Operated by: **COSTI** Immigrant Services
Phone: 905.948.0572
Free-toll: 1.888.811.4422

Funded by the Government of Canada
Canada

Drakkar
Human Resources

Installation & Repair Techs

Toronto, Scarborough, Downsview, Brampton, Markham, Mississauga

Responsible for the installation, repair, and maintenance of telephone lines, you are highly customer service oriented, have strong verbal and written communication skills, and can work shifts within our seven-day work week. You have a G2 driver's license, can work in all types of weather conditions and can work at heights on poles and ladders. This entry level position pays \$12.75 per hour and a company vehicle will be provided.

If you're driven to take your telecommunications skills to the next level, it's time you join our team! We offer a challenging work environment that fosters creativity and rewards excellence.

Please forward your resume in MS Word format referencing "Technician" to: cvmississauga@drakkar.ca or fax 416-514-0800. Please include the city you would like to work in. We thank all applicants; however, only those selected for an interview will be contacted.

www.drakkar.ca

FULL TIME LAW CLERK MARKHAM

Andrew Feldstein & Associates
Field placement experience in family law & knowledge of Divorcemate, Amicus Attorney and Word an asset.
Please e-mail resume to: melanie.rain@andrewfeldstein.com

GREAT OPPORTUNITY

For a cheerful, high energy, extroverted person with outstanding telephone skills to assist us in our busy, chiropractic wellness centre. Great hours! Excellent training! *Apply with your smile!*
Unionville Family Wellness Centre,
4747 Hwy #7 East, Unionville.

Alu'Die Extrusion Dies
Newmarket
Now Hiring
OFFICE CLERK
Fax resume: 905-898-5692
Email: lorelei@aludie.com

WE WILL PUT YOU IN BUSINESS in one of the world's largest industries. Work your own hours at your own pace. F/T or P/T. Be your own boss.
UNLIMITED OPPORTUNITY WIDE OPEN GROWTH POTENTIAL
Mr. K. Savage, Primerica Financial
Phone: 905-305-9920 or 9903

Sheridan Nurseries, a leader in the garden centre industry since 1913 is currently searching for an enthusiastic team player to join our Unionville location as:

Water Garden / Pond Specialist

The duties of this position include the ordering, merchandizing, marketing and sales of all water garden and pond products to both retail and wholesale customers. The ideal candidate has quality experience with related pond products and procedures, an enthusiastic approach to customers and a keen eye and understanding towards merchandising. Knowledge of Aquascape is essential. Working knowledge of Excel, Word, Outlook and general computer techniques is required, POS experience an asset. The person will be required to work evenings, weekends and holidays as scheduled.

Interested candidates are invited to apply to:
Sheridan Nurseries
4077 Highway #7
Unionville, ON L3R 1L5
Email: unionville@sheridannurseries.com

525 Office Help 525 Office Help

ACCOUNTS RECEIVABLE SPECIALIST
PERMANENT PART TIME POSITION

The York Region Newspaper Group has an immediate opening for an Accounts Receivable Specialist.

Responsibilities Include:

- Collection calls
- Data entry
- Reception relief

The position is located in York Region.

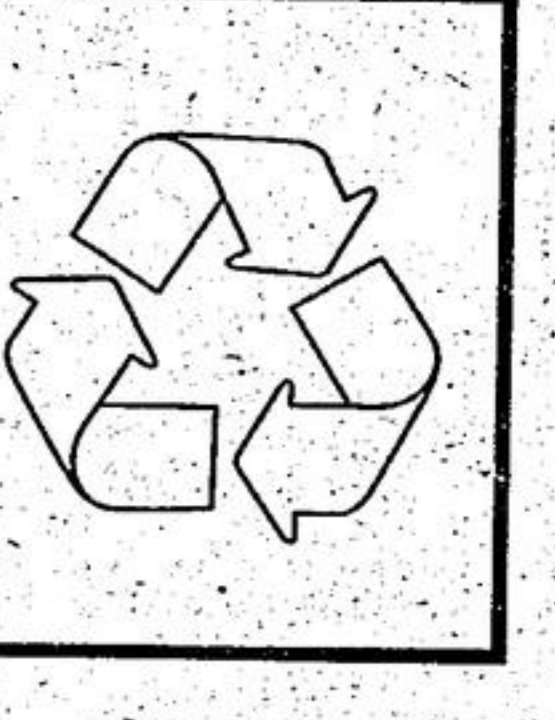
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Making a Positive Difference in Our Communities

Please apply by email to: careers@yorkregion.com before June 24, 2005

ADMINISTRATOR
Male or female required for busy condominium site. Full time position. 12noon-7pm, 5-6 days a week. \$14/hr. Excellent computer skills necessary. Markham location.
Call Tara
416-975-0645

CUSTOMER SERVICE REP and RECEPTIONIST required.
Hwy#48/16th area.
Fax resume
905-472-4948

Unionville Minor Hockey Association Office Assistant
6-8 hours per week
Computer skills required
Flexible schedule
Call 905-477-9707 or email: info@umhahockey.ca



509 Drivers 509 Drivers

NOW HIRING A-Z & D-Z DRIVERS
To run GTA and surrounding area
Must be dependable

WE OFFER:

- Good Rates
- Paid Weekly - Direct Deposit
- Benefit package

EXCLUSIVE HIGHWAY SUPPORT
Ph: 905-723-9600
Fax: 905-723-6842
Toll Free: 1-866-303-0314

A company based in Markham is in need of the following position:

1)SHIPPER/ RECEIVER/ WAREHOUSE

Interested applicants are requested to visit the career section of our website
www.walkerequipment.com

Accounts Payable Clerk

Golf Town, Canada's largest golf retailer is now hiring for our head office location.

QUALIFICATIONS:

- Outstanding organizational skills
- Ability to multi-task
- Proficiency in data entry
- Previous A/P clerk experience an asset

If you enjoy a fast-paced environment, have a high energy level and a positive attitude, then you're just what we're looking for.

If you would like to apply for this position, please fax a resume to:
Attn: AP Supervisor (905) 479-7108

GOLF TOWN

530 Sales Help & Agents 530 Sales Help & Agents

Personnel NETWORK

OUTSIDE SALES REPRESENTATIVE

We are looking for self motivated individuals to sell temporary services throughout the GTA. Post-secondary education required.

Please fax resume to 416-789-7099

SALESTRINEE

Screen Printing Company in Markham

- We are seeking a reliable, articulate person, who is highly motivated with a positive attitude and an outgoing personality.
- Making calls to prospective and current customers, giving daily sales reports.
- Leads and training provided.
- Must have own vehicle.
- Long term employment

140 Riviera Drive, Markham L3R 5M1
Fax: 905-773-6048

514 Salon & Spa Help 514 Salon & Spa Help

APPRENTICE POSITIONS NOW AVAILABLE AT Svengali Salon & Spa
Drop off resume to
39 Main Street, Markham or
call 905-471-6662

525 Office Help 525 Office Help 525 Office Help

Golf Town, Canada's largest golf retailer is looking for a full time receptionist for our head office.

Responsibilities:

- Responding to a high volume of telephone inquiries and directing calls
- Greeting clients and preparing meeting environments
- Organizing and tracking courier shipments - incoming and outgoing
- Distributing all incoming mail and managing all outgoing mail
- Ordering and maintaining inventory of general office supplies
- Maintaining our database for charitable donations, coordinating donations and ensuring timely delivery to recipients
- Assisting with special projects as required

Qualifications:

- Excellent communication skills
- Professional demeanor
- Outstanding organizational skills
- Ability to multitask
- Proficiency with Microsoft Word and Excel
- Previous reception experience an asset
- Own car or easy ability to travel to and from Markham (head office location)

Position available immediately

If you would like to work in a young, friendly and fast-paced environment, and feel you possess the above qualifications, please send your resume to:
Attn: Office Manager Fax: 905-479-7108
Please note only successful applicants will be contacted for an interview.

GOLF TOWN

BILINGUAL ACCOUNTS RECEIVABLE ADMINISTRATOR
for a busy Markham office.

Full time position with a minimum of 3 years experience required. Must be completely bilingual in French/ English both written and oral. Excellent telephone manner, organization and customer service skills required. Good working knowledge of the Microsoft Office products necessary along with the ability to multitask, prioritize workflow and work independently in a team environment. Salary is commensurate with experience. We offer a full benefits package.

Please fax your resume to 905-948-1024 or email to hr.cn@checkpt.com

FACTORING company seeks **EXPERIENCED SALES PERSON**
Earn \$100,000+ per year.
Call Peter (905)479-8332

515 Skilled & Technical Help 515 Skilled & Technical Help

Utility Locate Technicians; Opportunity to join progressive growing company in GTA. The latest in technology, equipment, training and excellent wage opportunities for the right candidates. A drivers abstract and a security clearance letter will be required.
Fax resume to (416)352-5426.

Irpinia Kitchens Requires
•Finisher/ Spray Painter
•Wood Sanders
for evening shift.
for hi-end kitchen manufacturer. Yonge/ Major Mac. area. Excellent wages/ benefits.
Fax resume to Attn: Joe 905-780-0554 or email: jmarc@irpinia.com

Telecommunications Service Centre is seeking for **Electronic Assembler, Quality Control and Technician.** College or University grade is preferred.
Fax resume to 905-415-2688 or katie.chan@futuretel-service.com

Busy Concord steel fabrication shop requires **LEAD HAND FITTER/WELDER PAINTER**
Minimum 5 years experience.
Fax resume: 905-303-6201

MECHANIC
For repairing light & heavy construction trucks.
Must have driver's license and own tools. Hwy. 7 & Dufferin area. Own vehicle required.
Fax resume to: 416-798-7125

Intermediate Accountant

A Markham CA firm is looking for a CGA/CMA student to join our team. The qualifications are:

- Experience in public accounting firm
- Proficient at year end compilations, bookkeeping, GST returns
- Some personal/ corporate tax would be an asset
- Strong MS Office skills and good knowledge of accounting software
- Proficient in English language (written & orally)

Please email your resume and salary expectations to joanne.lott@rogers.com or mail to G.D. Lott, Chartered Accountant, 8901 Woodbine Ave, Suite 223, Markham, ON, L3R 9Y4

515 Skilled & Technical Help

Markham Hyundai
We are currently looking for a **Class A Licensed Technician.**
Call Drew 905-948-0080

F/T Receptionist/ General Accounting Assistant

Stouffville Electrical Construction Co. Requires person to assist with accounting functions. Proficient in office 2000/ knowledge of Timberline software would be an asset. Must be a cooperative team player, detail oriented, ability to multi-task.
Please fax resume to (905)640-8887 on or before June 21st 2005.

532 Retail Sales Help

Rogers Wireless Store in Richmond Hill requires **FULL TIME SALES REP.**
Please email/fax resumes to: salesrh@pscscanada.com
Fax: 905-731-7231

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