

505 Careers

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515 Skilled & Technical Help

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525 Office Help

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540 Hotel Restaurant

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Q.A. MANAGER
 Required by Scarborough based cGMP Co-packing site.
Description: Responsible for implementing and maintaining current and effective Quality System Documentation, including Quality Policy, Site documentation, S.O.P. preparation and updating, Training, Continuous improvements, Internal audits, Validation and Calibration, Overall site compliance/regulatory responsibilities.
Skills/Experience: 3 years supervisory a cGMP packaging and/or manufacturing site, pharmaceutical industry would be an asset; Expertise in Q.A. documentation; Excellent oral and written communication skills; Proficient in Microsoft Office products; Excellent planning, organizational and prioritization skills; Highly motivated, self-starter, ability to work both independently and as a team member; Proven ability to support multiple projects under tight deadlines.
Education/Certificate: Bachelor's Science Degree in Biology or Chemistry.
 Apply to: jobs@nowpac.com or fax at 416-321-2491

•OPPORTUNITY•
DO YOU BELIEVE IN EDUCATING CHILDREN?
 Heritage Education Funds Inc. distributor of the Heritage & Impressions Plan (R.E.S.P) is now hiring in York Region. Full time and qualified part-time individuals. Work from home as an independent agent. Parenting or financial experience an asset. Training provided.
 Fax resume to: (905)707-1078 or call (905)707-6630 ext. 4

Telecommunication Service Centre is seeking for night shift (5:00pm -12:00am) position in Markham.
Data Entry Clerk
 •Proficient typing skill
Technician
 •1 year experience in RF circuit
 •College graduate in electronics
 Fax resume to 905-415-2688 or email to katie.chan@futuretel-service.com

Co-packer hiring:
 1). QUALITY TECHS
 2). ADMIN CLERK
 •Fast pace/high capacity environment
 •Fluent in English - written & verbal
 •Proficient in MS Word, Excel & Outlook
 •GMP-cGMP environment
 Please fax resume: 416-321-2491
 Email: jobs@nowpac.com

509 Drivers

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20 DZ DRIVERS NEEDED ASAP
Waste Company- Rear Packers
 • Full-time day shift
 • Good Hours
 • Good Pay
 • Benefits
Must have
 • 6 months DZ experience
 • Clean abstract/cvol
 Call 416-364-2175 or drop in 200 Dundas St. E., Toronto

ON CALL DRIVERS WANTED
 for evenings & weekends
Open House
Tuesday, September 13th
1-3pm
 at Enterprise Rent-A-Car
 7390 Woodbine Avenue, Markham
 \$8.50 per hour
Please apply within

DRIVER
 "G" Class Licence
 Required for busy residential disposal company. Immediate full time positions for York Region including: Newmarket, Markham, Aurora, Thornhill, Richmond Hill, Woodbridge, etc. Clean abstract.
 Fax resume to: 1-905-271-3748

MAINTENANCE MECHANIC NIGHT SHIFT
 We require a fully experienced Maintenance Mechanic. This position requires a multi-disciplined Mechanic, with electrical and P.L.C. background, capable of managing the maintenance functions of a small food packaging operation. Duties include set-up and repair of production equipment and preventative maintenance. We offer competitive compensation and benefit programs.
 Please send resume to Box 188 c/o The Markham Economist 580 Steven Court, Newmarket, ON L3Y 4X1

Sam's Garage
 is seeking full time **CLASS "A" TECHNICIANS**
 Fax resume to:
 Attn: Louie- 905-294-5139

Irpinia Kitchens Requires **Wood Finisher/ Spray Painters** for hi-end kitchen manufacturer. Yonge/ Major Mac. area. Excellent wages/ benefits. Email resume to: jmarc@irpinia.com or fax: 905-780-0554 Attn Joe.

Experienced HVAC MECHANIC required. Must hold valid fitters license and driver's license. Position will include service & installation. Health benefits available. \$27+ depending upon experience. Fax resume to (905)841-6744

525 Office Help

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Insurance North East Toronto **Account Manager VIP PERSONAL LINES**
 To handle all aspects of client's files from ordering new policies to endorsements. Requires RIBO, at least 5 yrs experience in personal lines preferably with VIP clientele. Speed and accuracy in Key-boarding, completed or enrolled in CAIB or CIP program would be an asset. French would be a bonus.
 Please forward your resume to: Charlene_Manning@IOS.staffpath.com 416-861-9977 fax 416-861-1952 Ext. 202

WOODBINE CHRYSLER JEEP
PART-TIME RECEPTIONIST
 Are you looking for flexible hours? Are you punctual, and willing to have fun while working hard doing it? If so, we may have a position for you. Please fax resume to: Gabe or Brad @ 905-415-2001 e-mail: bsproxton@woodbinechrysler.ca

Markham based marketing company is seeking a reliable, detail oriented **Office Assistant / Receptionist**. Successful candidate must be able to multi task, have excellent communication skills, computer skills as well as possess a valid driver's license. Experience in the marketing and or print industry is an asset.
 Please submit resumes via fax to: 905-947-8196.

SECRETARY
 Private investigation firm. Proficient computer skills, Word, typing (min. 50wpm.) and dicta essential. Excellent English and grammar. Fax resume to: Northwood & Associates 416-444-5841

RECEPTIONIST
 Markham insurance broker requires full time reception/ data input. Salary and benefits based upon experience. Fax Brian: 905-479-7911 or email brian@dermodyinsurance.ca

Executive Secretary
 Are you a skilled, computer literate, fast and accurate dicta typist, with at least 5 years' experience, who knows how to keep a busy executive up to date with his work? If so, we would like to hear from you as we may have the very full-time position you're looking for. Our office is located near Woodbine Avenue and Highway 7, and employs about 50 people working for our Clients who sponsor Employee Benefit Plans. We will offer a competitive salary and benefits package to the first person who meets our requirements. Interested? Good! Please email your resume, references, salary expectations and when you could start to jmmcateer@mcateer.ca as soon as you get to your PC. We will treat your submission as strictly confidential and contact no one without your prior knowledge and agreement.
 We invite all qualified secretaries to apply, and we will contact those who are, indeed, qualified and whose submissions contain the requested information.

Highly organized **CLERICAL PERSON** for admin. assistant & bookkeeping. Flexible hours. 9am-1pm. email resume to: lorne@jendan.com

SECRETARY/ RECEPTIONIST
 Required F/T for established engineering consulting office in Markham. Candidate should have a professional telephone manner, strong communication skills (oral and written), the ability to multi-task, be well organized, reliable and have excellent computer/typing skills.
 Please forward your resume to: s-ma@sympatico.ca

Town Centre Montessori Private Schools is seeking **Administrative Assistant** 2pm-7pm Fax resume 905-470-0184

Manufacturing company in Markham has immediate opening for a **PURCHASING ASSISTANT/ ACCOUNTS PAYABLE CLERK** Must be fluent in English with strong math skills. Previous experience an asset but not a must. Send resume to hr@silentglass.ca or fax (905) 470-6906.

IMAGING CLERK
 Permanent P/T. Must have excellent communication/ computer skills. Email Resume to: awigmore@pipfs.com

SECRETARY/GENERAL OFFICE HELP
 For builder/ developer in Buttonville. Approx. 30 hrs. per week. Experience in construction industry an asset. Vehicle required. Excellent verbal, written and computer skills. Fax resume to: 905-940-1913 or email: patty@geistproperties.com

2 lawyer law firm (Leslie/Hwy 7 area) **REAL ESTATE LAW CLERK**
 5+ years exp. Proficient in Conveyancer, Teranet and Word. Fax resume to: Joseph Virgilio (905)882-1082 or email: jvirgilio@virgiliolaw.com

529 Inside Sales

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INSIDE SALES REPRESENTATIVE
 Located in Markham, we are a leader in the transportation industry. Our fast-paced sales center requires someone with great communication skills, and a professional and positive attitude.
 All candidates should have:
 • Minimum of 1 year sales experience
 • Computer knowledge
 • Fluent English
 • Ability to multi-task and work under deadlines
 This position involves handling incoming calls, as well as making outgoing pro-active calls to increase our customer base.
 If you are interested in becoming part of our team, please submit your resume and salary expectations to carolync@searail.ca only those selected for an interview will be contacted.

532 Retail Sales Help

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Attention Retail Managers
 Our retail exhibitors have jobs! Come to the **Retail Job & Career Fair** to look at the opportunities. Wednesday, September 7, 2005 11am-6 pm Supreme Banquet Hall, Woodbridge For more information visit www.yorkregion.com

SALES ASSOCIATE
 Fast growing Imported Ladies clothing requires experienced self-motivated, reliable, enthusiastic individuals. P/T and F/T positions. Competitive wages and benefits. Fax Resume to: (905)290-4647

530 Sales Help & Agents

SALES Earn Top \$\$\$ P/T or F/T
 Call Jesse (647)293-3901

530 Sales Help & Agents

Giant Carpet & FLOORING
Sales Opportunity Floor Covering
 Canada's largest independent floor fashion retailer has a sales opportunity for enthusiastic women and men with or without experience for their newest store in Newmarket.
 We offer an excellent remuneration / benefit package and an opportunity for advancement.
 Fax or email your resume: Fax 416 636-5161 to the attention of Brian DuVal or email bduval@giantcarpet.com

535 Hospital, Medical, Dental

F/T DENTAL RECEPTIONIST P/T DENTAL HYGIENIST required immediately. Must be fluent in English with Experience. Fax Resume: (905)471-9100

535 Hospital, Medical, Dental

REGISTERED MASSAGE THERAPISTS required for high-end spa in Markham. Excellent remunerations. Please fax resume to: (416)386-9690

The Bluestone Bistro is now hiring for the following:
 • **HOSTESS/HOST**
 • **SERVERS**
 • **BARTENDER**
 • **LINE COOKS**
 • **PREP COOKS**
 Fax resume to: (905)475-9519 or call (905)475-6999 or email: melanie@thebluestonebistro.com

Al Dente Restaurant Now Hiring!
 • **Full & Part-time Experienced Waitstaff**
 • **Cook**
 Please drop resume to: 39 Main St. N., Markham, ON

THE AD'S SMALL THE JOB'S NOT.

If you believe in giving customers "WOW" service, there's room on our team for you. Boston Pizza currently requires experienced **servers bartenders cooks** Must be available for all shifts. apply in person to 7680 MARKHAM RD. No Phone Calls Please **Boston Pizza**

The Lion of Stouffville requires **Experienced COOK** good wages. **Experienced DELI COUNTER HELP** Call (905)642-1344

EXPERIENCED DISHWASHER needed F/T, P/T Apply at **Il Postino**, Unionville or call (905)940-1555

510 General Help

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It's a new school year and we need **CROSSING GUARDS** required immediately for:
 • Kreighoff/Fred Varley
 • Kennedy/Bridle Trail
 • Senator Reesor/Wooten Way
 • Hollingham/Calderbridge
 We need part-time backup Crossing Guards. Give us a call today! 416-606-0901

530 Sales Help & Agents

530 Sales Help & Agents

CLASSIFIED HOTLINE
 1-800 743-3353