

505 Careers

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SUPPORTING OUR COMMUNITIES THROUGH SERVICE EXCELLENCE

The community spirit found in York Region's nine urban and rural communities makes it a truly great place to live and work. At the heart of our success as the fastest-growing part of the Greater Toronto Area are our challenging, diverse career opportunities, ideal location and excellent quality of life.

Roads Supervisor

We have an exciting opportunity, located at 2535 Baseline Road, Sutton, for an experienced leader to supervise Regional staff and contractors carrying out road system maintenance and repair work, and ensure that instructions and quality standards are followed. You bring 5 years of experience in road operations and maintenance activities, including 2 years in staff supervision. The ability to interpret road-related Engineering drawings, organize an operational work unit, and explain operational requirements to various individuals, including the public and external agencies, is also required. You have successfully completed a 2-year college program in Engineering Technology or a Certified Road Superintendent - Intermediate designation, and hold a valid Class G driver's licence. Computer literacy in MS Office for Windows, knowledge of budget processes, and staff management skills, including familiarity with interpreting and applying collective agreements, are essential.

This position offers an annual salary range of \$53,708 to \$60,979. Please forward your resume, quoting Job Posting N5421, by November 7, 2005, to the address indicated. We thank all applicants for their interest, however, only those selected for an interview will be contacted.

The Regional Municipality of York
Corporate Services Department
Human Resource Services Branch
17250 Yonge Street
Newmarket, ON L3Y 6Z1
Fax: 905-895-4232
E-mail: yrkhr@york.ca



www.york.ca

Indigo

Books & Music Inc.

Customer Experience Coordinator (Assistant Store Manager)

Join our Leadership Team for our Coles stores located at Vaughan Mills and Upper Canada Mall. You have a minimum of 1 year's retail management experience and knowledge of high-volume inventory. Please email your resume to retailcentral@indigo.ca.

Customer Experience Representatives - Part Time & Seasonal

Be an integral part of our Customer Experience Team at a Coles store at Vaughan Mills, Hillcrest Mall, Woodbine Centre, Markville Place or Upper Canada Mall. Your passion for books complements a winning way with customers and previous relevant experience. Please apply in person to the Store Manager at the location of your choice.

For both positions, the ability to work rotating shifts including days, evenings and weekends is required.



INDIGO BOOKS & MUSIC IS AN EQUAL OPPORTUNITY EMPLOYER

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535 Hospital, Medical, Dental

Davis + Henderson

Davis + Henderson is a rapidly growing Canadian owned leader in providing outsourced solutions to Canadian Financial Institutions. If you're a professional with unlimited enthusiasm join us as one of our

CALL CENTRE ADVISORS

As a member of a dynamic service team you will be responsible for handling inbound calls from existing customers and financial institutions. The ideal candidate will have a proven track record in customer service and have a passion for exceeding customer expectations utilizing excellent listening and problem solving skills.

We are currently looking to fill 12 positions on our Monday to Friday 12:30 - 9:00 pm shift.

We offer:

- A guaranteed base salary of \$14 per hour
- Bonus potential
- Comprehensive medical & dental benefits
- A motivating, team environment
- Comprehensive training

Please contact: Human Resources, Davis + Henderson
81 Whitehall Drive (Rodick Rd & Hwy 7)
Fax: 416-696-4311 e-mail: DHJOBS@DHLTD.COM
Reference Number: CC47 (Markham)

REGISTERED NURSE
with critical care experience (CCU or ICU).
ACLS certification

required for cardiology clinic.
Fax resume to:
905-472-6534



525 Office Help

505 Careers

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**•OPPORTUNITY•
DO YOU BELIEVE IN EDUCATING CHILDREN?**

Heritage Education Funds Inc. distributor of the Heritage & Impressions Plan (R.E.S.P) is now hiring Sales Reps 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

CANADIAN BABY PHOTOGRAPHERS
Warden/Steeles
Tel: (905) 940-9661 ext. 243
Fax: (905) 940-6115
TELEPHONE CLERK

We are seeking a reliable individual to work from our Head Office. Telephone experience will be an asset. Must be fluent in English. Spanish an asset. Training will be provided. Please call between the hours of 9:30a.m. & 2:00 p.m. to arrange for an interview.
This is a non-smoking environment.

515 Skilled & Technical Help

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525 Office Help

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SAMCO MACHINERY LTD.

located in Scarborough, manufactures roll forming machines.

Due to continued growth, we have the following positions available:

Machine Builders/ Fitters- Must have experience building new machinery. Ability to read blueprints and work with close tolerances. Millwright an asset.

CNC Lathe Operators- Set up and operate horizontal lathes in a one-off shop environment. Fanuc.18 and PUMA lathe exp. an asset.

If you are interested in joining a growing company, please email your resume to hr@samco-machinery.com or send by fax to (416)285-1353

Find out more about Samco at www.samco-machinery.com

EPI Cabling is looking for Full Time Positions for Telecom voice Technician

in large scale installations across the GTA. Must have your own vehicle. Experience with data, phone systems, lead hand/ foreperson an asset.

Fax resume to Jeff Chappell at 905-415-0036
or Email JeffChappell@Epicabling.com
For all other inquiries 905-415-0322

525 Office Help

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Canada's premier provider of print mail services is seeking dynamic individuals to fill entry level Operator positions. We will be holding a

JOB FAIR- OPERATORS

on Fri. Oct. 28 and Sat. Oct. 29, 2005
Complete training will be provided. Excellent communication skills and the ability to work shifts are essential.

You must call by October 26th to reserve your interview slot:
Please call (905)470-2000, Ext. : 0
Mon.- Fri. between 9am and 4pm.

You MUST bring a copy of your resume and a list of references to the interview.

DST Output Canada Inc.
2637 14th Ave. Markham, ON, L3R 0H9
NO AGENCIES ACCEPTED!

DST Output has a diverse workforce.

ADMINISTRATION ASSISTANT
Kildonan Energy Products, a company working in the heating, ventilation air conditioning business, is looking to hire an Administration Assistant. This person will be an integral part of all office systems and decision making and will assist the owners in every aspect of daily functions, reporting to the owners/directors. Communication, problem solving, administrative, & computer/systems skills are required.

Location: 14th Avenue & Woodbine.
Hours of work: 8:30am-5pm.
Please send resume to:
Lynne Sage, Accounts Manager.
lsage@kildonanenergy.com or call L. Sage at 416-494-9457 ext. 112

Administrative Assistant(s)
for our Richmond Hill office.

Responsibilities:
•Provide administrative support to the management team and their staff.

Qualifications and Skills:
•Able to work in a fast-paced environment
•Ability to multi-task and prioritize
•Excellent verbal and written communication
•Strong organizational and interpersonal skills
•Advanced working knowledge of MS Office
If you are interested, please send your resume to: ITRANS Consulting Inc.
Email: humanresources@itransconsulting.com
Fax: (905) 882-1557

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

RECEPTIONIST.
We seek an individual with excellent telephone communication skills, a polished and professional image, and proficient word processing capabilities.
Please reply to:
Carmichael Birrell & Co.
15 Allstate Parkway, Suite 210
Markham, Ontario L3R 5B4
Fax: 905-470-8685
E-mail: info@cbxsearch.com

525 Office Help

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A/R POSITION

Markham distributor seeking experienced person for A/R. Fun place to work for a person with excellent phone manners, good computer skills and ability to multi-task effectively. Salary based on experience. Start immediately.

Fax resume to Margo 905-948-1692
or e-mail margo@talktyme.com

PHONE HELP

Needed to complete Education Awareness Surveys for Early Childhood Development. Must have a strong command of the English language. No selling. Training will be provided. Hours: M-F: 9am-3pm, or M-F: 5pm-9pm.

Fax resume quoting hours to:
905-889-1730, attention Cindy

APPOINTMENT SETTERS

Seeking reliable and energetic people with courteous phone manner to help promote Pre-School Child Development Program. Must be fluent in English. No selling. Hours: Monday-Friday (evenings). Location: Leslie/Hwy#7

Fax resume to Patricia 905-889-1730

AP/AR CLERK

Full-time position. Must be familiar with AccPac and MS Office, personable and intelligible on phone. Salary and benefits commensurate with experience.

Please fax resume to:
(905)887-5610 attention Adam

RECEPTIONIST

Markham Insurance Broker requires F/T Recpt/Data Input. Excellent telephone manner - fast paced environment. Computer skills a must.
Fax Brian: 905-479-7911 or email: brian@dermodyinsurance.ca

OFFICE PERSON

Part-time Position. Computer experience an asset. Good command of English. Payroll exp. an asset/ will train. Inputting, petty cash reports, A/P, inventory recording. Stouffville location.

Fax resume to (905)642-2416

530 Sales Help & Agents

530 Sales Help & Agents

Storne ACURA
Due to an increase in sales volume, we require a **SALES & LEASING PROFESSIONAL**
We offer:
• Salary & top commission plan
• Car allowance
• Bonus & on-going incentives
• Health plan & on-going training
• New & used vehicle inventories to sell from
You offer:
• Previous sales experience
• Desire to succeed
We're willing to train the right individual.
Apply in confidence to:
David Horvath/Allan Fowler
chorvath@storneacura.com Fax: 905-841-8650
15795 Yonge St. Aurora

540 Hotel Restaurant

Very experienced **BARTENDER/MANAGER** needed full-time immediately for Mickey Rats Bar & Grill. Please call (905)640-4700

COOK
REQUIRED MON. - FRI. FOR OFFICE CAFETERIA 404/ HWY# 7 Call (416)880-3080

545 Teaching Opportunities

HIRING IMMEDIATELY ECE's & ASSISTANTS (ECA's)
1 or more years exp. working with infants. fluent English. Warden/16th Ave. Fax resume to: (905)480-9544

510 General Help

CASHIERS
wanted full time. Reliable, pleasant. English speaking. Bondable. References required. Call: (905)944-0683 -Markham

TV/FILM AUDITIONS ACTORS WANTED
Adults & Kids (2&up) needed for TV & Film Assignments No Fees, No Courses Call: (416)221-3829

FULL-TIME WAITER/ WAITRESS
for Indian restaurant at Hwy 7/ 404. Willing to train. No experience necessary. Call 905-771-6957 416-460-6937