

505 Careers

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## Looking for a challenging new direction in your advertising sales career?

An immediate opportunity exists to join a team of sales professionals in Metroland's Marketing and Corporate Sales division as a Corporate Account Representative. The successful candidate will have a **proven record of performance** in advertising and flyer distribution sales.

To excel, you will need to be skilled in the following competencies:

- Action oriented
- Learning on the fly
- Perseverance
- Time management
- Drive for results
- Customer focus
- Functional technical skills

You will be responsible for an account list which generates millions of dollars of revenue for the Company. Your mandate is to increase these revenues by selling Metroland's products and services for Metroland's publishing divisions and by developing new accounts.

**The challenges are great.** Your competition will include daily newspapers, a host of other publications, distributors, and other media. Your attention to details, computer proficiency, strategic planning, and selling skills will help you organize the opportunities, but it is your creativity and aggressiveness that will let you get the order ahead of your competitors.

If you are **focused on selling** and want to make an impact, then you can contribute to our team's success.



To arrange an appointment, please call Allister Macrae, Corporate Retail Sales Director (416) 493-1300, Extension 236.

Metroland Community Newspapers 10 Tempo Ave., Willowdale, Ontario, M2H 2N8



**YMCA**  
We build strong kids,  
strong families, strong communities.

*The YMCA of Greater Toronto is a charity offering opportunities for personal growth, community involvement and leadership. Our vision focuses on making connections, connecting people, connecting with youth, and connecting with the community.*

The new Markham Family YMCA will be a full service Health Fitness and Recreation Centre serving more than 10,000 individuals and families in the community. Located at the corner of Kennedy Road and Highway 407 in Markham this centre provides ample parking, public transportation and Go Transit access. A wide variety of programs including fitness, aquatics, recreational sports, martial arts, children's programs and leadership opportunities will be offered to meet the needs of the diverse Markham community.

The Markham YMCA is currently seeking 'values-driven' individuals who reflect the diversity of our community and who are excellent in relationship-building and interpersonal skills. Successful candidates will possess certifications in First Aid/CPR, and will be flexible regarding assigned work hours, including days, evenings and weekends and holidays.

We are currently recruiting for the following opportunities to start April 2006 or one month prior to opening:

- Specialist, Membership Sales and Service
- Specialist, HFR Programs (Group Fitness)
- Specialist, HFR Programs (Individual Conditioning)
- Senior Associate, Aquatics
- Team Member, Cleaning Services

Part-time opportunities for Instructors in children's programs, personal training, group fitness, lifeguards and swim instructors, and sales and service representatives will also be available.

Check out our website for further details about each position including qualifications, skills experience and how to apply.

[www.ymcaofgreaterToronto.org/markham](http://www.ymcaofgreaterToronto.org/markham)

*All applicants please be advised that all offers of employment are contingent upon the successful completion of a Police Records Check.*

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A rapidly growing Markham based technology company is seeking an organized, motivated individual to act as the "glue" in our very busy sales environment.

**The role includes:**

- Organizing trade shows and marketing events
- Maintaining the CRM Contact Manager
- Consolidating sales reports
- Assisting with WEB site maintenance
- Quoting customers
- Maintaining customer relationships
- Order Entry
- Issuing and tracking customer returns
- Processing market development claims from customers
- Managing finished good inventory levels
- General sales support to ensure customer satisfaction

**Qualifications:**

Excellent spoken and written English • Must have previous experience in a sales/business environment • A "customer first" mentality • Ability to work independently as well as part of a team • Superior ability to multi-task, prioritize and complete day-to-day activities and special projects • Self-starter • Working knowledge of: Microsoft Office XP, PowerPoint, Outlook, Excel, Word

Send your resume to [hr@sangoma.com](mailto:hr@sangoma.com)

Only e-mail resumes will be accepted.

No phone calls or walk-ins.

Mortgage Agents/  
Financial Advisors/  
Insurance Agents  
needed.  
We're growing.  
Fax resume to  
HR:  
905-940-9890

514 Salon & Spa Help

New Upscale Spa Hwy 7/27 seeking Yoga Instructor & Esthetician brickhouse@porchlight.ca Call or fax resume to: 905-850-1994

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## Customer Service/Inside Sales Representative

Leading Wholesaler of imaging and media consumables require three positions to be filled. We are looking for a self-motivated individual with prior Customer Service experience. The position entails: managing customer calls, order entry, processing Customer returns, and providing support for Sales Reps and Managers. We are also looking for two self motivated Inside Sales Representative with prior sales experience, French and one English speaking. This position entails working with an existing customer base, as well as cold calling and expanding the client base within the assigned territory. We provide ongoing sales training to employees. An excellent opportunity to grow and work in a friendly environment. High Income Potential.

If you are interested, please fax your resume to (416) 740-1088.



Architectural Technologist / Architect  
Min: 3 yrs. experience, skilled with AutoCad LT2006  
Position available immediately.  
Email resume to: [dja@rogers.com](mailto:dja@rogers.com)  
or fax: (905)479-9985  
David Johnston Architect Ltd.,  
8 Maple Lane, Unionville

509 Drivers

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BETZ POOLS LTD.  
Stouffville, requires  
AZ DRIVER  
Must have 5 years experience with clean abstract and CVOR  
Fax or email resume to:  
Fax: 905-640-7681  
Email: [tbennett@betzpools.com](mailto:tbennett@betzpools.com)

515 Skilled & Technical Help

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Wastequip Cusco a leading manufacturer of pressure vessels and mobile vacuum cleaning equipment is looking for the following positions for it's Richmond Hill facility.  
**(4) TRUCK MECHANICS**  
(Assembly Environment)  
Permanent Full Time Days, Salary Depending upon experience. Ability to read drawings. Must possess own tools. Experience in mechanical/electrical/pneumatic systems desirable. Speak/Read/Write English.  
Please fax or email resume to:  
905-883-1778  
[jmd@wastequipcusco.com](mailto:jmd@wastequipcusco.com)

Leading Scarborough Corrugated Manufacturer seeking Operator for Automaton Laminating Machine. Minimum 2 years Operator experience.  
Competitive salary & benefits  
Fax resume to: 416.291.3899

525 Office Help

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**HIRING**  
Telecommunication Service Centre is seeking for Technician, day and second shift is available.  
**Technician**  
• Technician in either Telecommunications or Electronics  
• Two years manufacturing experience in a maintenance role, ideally with wireless telecoms equipment  
• Troubleshooting and circuit is an asset  
• College graduate in electronics  
Fax resume to 905-415-2688 or email to [katie.chan@futuretel-service.com](mailto:katie.chan@futuretel-service.com)

525 Office Help

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**BOOKKEEPER - CONTRACT POSITION**  
Large successful distribution company has a great 8-month contract opportunity for a cordial and well-organized individual with bookkeeping experience. Requirements for this position include demonstrated skills and experience in A/P, A/R, general journal entries, and Microsoft Excel. Customer service experience is an additional asset. Competitive salary offered.  
Fax resume in confidence to:  
905-727-9145

520 Computer Data Processing

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525 Office Help

**JUNIOR PRODUCTION DESIGNER**  
EMG is looking for a full-time in house Junior Production Designer to begin work immediately. Must be a team player, good personality, excellent communication skills and the ability to work in a fast paced environment. Proficiency in all PC graphic programs: Corel, Illustrator, Photoshop, and other related applications. Web and multi-media knowledge is an asset as is knowledge of production graphics in the promotional industry.  
Resume info @ [3emg.com](mailto:3emg.com),  
Phone 905 477-8777, Fax 905 477-9262

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**Interior Designer/Customer Service Agent Needed - MARKHAM**  
Industry leader in Persian rugs needs interior designer with excellent knowledge of colors & trends in decor to answer clients phone and e-mail inquiries regarding home decor in relation to area rugs and help our customer service department.  
**Qualifications:** up to 3 years experience working as an interior designer specializing in floor coverings and previous experience in customer service. Must be fluent in English.  
Send resumes to:  
[resume@rugman.com](mailto:resume@rugman.com)  
Please no agencies.

Full-Time  
**RECEPTION & DATA ENTRY PERSON**  
wanted for a well established flooring & window fashion business. Experience required.  
Send Resume by fax to 905-640-0639 or email to [leanne@patti-lynn.com](mailto:leanne@patti-lynn.com)

**OFFICE ASSISTANT**  
Full-time entry level admin position. Must have excellent communication/computer skills. Typing 50+ WPM, proficiency in Microsoft Office applications.  
Resumes to: [resumes@evolvetec.com](mailto:resumes@evolvetec.com)

**CUSTOMER SERVICE - PRINT SHOP**  
Must have experience in a print shop preparing quotes & processing orders, an engaging ability to handle customers and strong computer skills.  
To be part of our Markham Kwik Kopy Design & Print Centre, Canada's leading print franchise group, email your resume to: [kkinfo@rogers.com](mailto:kkinfo@rogers.com)

525 Office Help

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**PART TIME RECEPTIONIST**  
for Evenings & Weekends for busy Real Estate office. Must have computer/phones/Real Estate experience.  
Please fax resume to:  
905-947-8070.

**EXECUTIVE ASSISTANT**  
required for health and fitness club. Interested applicants must possess excellent communication, interpersonal skills and H.R. experience. Computer experience required.  
Submit resume to 905-475-6841

525 Office Help

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Investment Company requires  
**CUSTOMER SERVICE REPRESENTATIVE**  
Excellent verbal communication and writing skills. Full training provided. Financial industry experience an asset. Proficiency in computer skills, including Word, Excel, Powerpoint & CRM system.  
Call Joe 416-665-9112 or evenings/weekends 905-761-9355

**OFFICE ASSISTANT**  
Mon-Fri 9:00am-3:30pm (Oct-May)  
Reception, correspondence, typing, filing and other general office duties.  
Fax Resume to:  
905-479-9313  
by February 28th

Markham law office seeking  
**LEGAL R.E. ASSISTANT/RECEPTIONIST**  
Convey  
PC Law an asset.  
Serbo-Croatian speaking an asset.  
Fax resume to:  
416-773-0016

Full or Part Time  
Order Desk/  
Customer Service,  
good communication,  
computer skills,  
pleasant phone  
manner, French an  
asset. Mon-Fri.  
Fax Resume  
905-479-6237

529 Inside Sales

Be a Part of Our Team  
**INSIDE SALES REP**  
Needed for growing Alarm Call Centre  
Email resume:  
[lewisj@apidealers.com](mailto:lewisj@apidealers.com)

530 Sales Help & Agents

**ORGANIZED SALES PERSON**  
wanted to sell a line of organic vitamins & herbs.  
Email resume to:  
[jerry@advantagehealthmatters.com](mailto:jerry@advantagehealthmatters.com)

535 Hospital, Medical, Dental

**DENTAL ASSISTANT**  
Needed immediately  
Part-time & Certified.  
Call Ann  
(905)475-7515

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515 Skilled & Technical Help

525 Office Help

525 Office Help

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