

# york region C·A·R·E·E·R·S

Your community career choice • Serving York Region through The Era-Banner, The Liberal, The Vaughan Citizen, The Economist & Sun, The Stouffville Sun/Tribune & The Advocate

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

1-800-743-3353

www.yorkregion.com

505 Careers

505 Careers

505 Careers

514 Salon & Spa Help

525 Office Help

525 Office Help

525 Office Help

525 Office Help



**CHATS**  
Community Home Assistance  
To Seniors

CHATS is a not-for-profit organization providing a comprehensive range of home and community support services. Since 1980, we have been dedicated to supporting the independence of seniors living in York Region. CHATS is proud to deliver these services to more than 3,500 seniors and caregivers through our dedicated team of 750 staff and volunteers.

**CLIENT CARE SUPERVISOR TEAM LEADER**

Full-Time, Permanent, 35 hours per week

Reporting to the Director of Client Services, you will lead and provide client care needs assessment, case management and clinical field support for Client Care Supervisors and Service Supervisors to deliver safe and effective personal care & homemaking services which meet client care needs, agency contractual & quality improvement obligations and promotes client safety.

Key qualifications are: a Registered Nurse or foreign-trained nurse in the process of provincial certification, with 4 years relevant experience working with seniors and/or provision of client services in the Health Care sector. Degree in Nursing or Gerontology preferred. You have demonstrated supervision, teaching and coaching skills, as well as excellent assessment, communication and problem solving skills. Strong computer skills with proficiency in word processing and spreadsheet applications are required. Fluency in other language(s) is an asset. A valid Ontario driver's licence & a vehicle are required. It is a work from home opportunity.

CHATS is an equal opportunity employer

CHATS - Community Home Assistance to Seniors  
126 Wellington Street West, Suite 103, Aurora, ON L4G 2N9  
Fax: 905-713-1705 or toll-free 1-877-613-6111

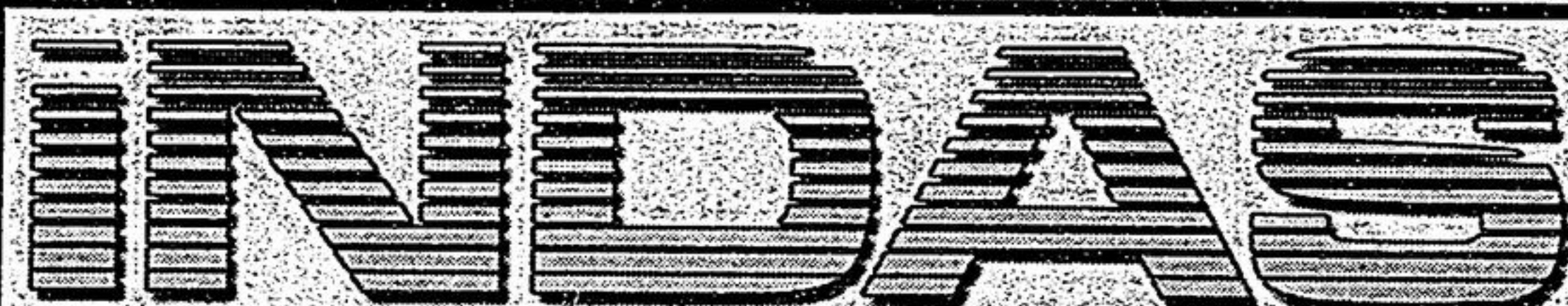
hiring@chats.on.ca www.chats.on.ca

live well, age well, be well

**ASHGROVE SPA**  
in Markham  
has openings for:  
**ESTHETICIANS,  
NAIL TECHNICIANS  
& RMT's**  
Experience required.  
Call (905)201-0343  
or email:  
info@ashgrovespa.com

515 Skilled & Technical Help

Seeking an experienced and skilled **CABINET MAKER.** Needed immediately. Please call: 416-258-1731



INDAS, Canada's leader in Subscription Fulfillment Services, is seeking candidates for our Contact Centre in Markham.

We have immediate openings for our Inbound and Outbound Contact Centre. We are looking for experienced Call Centre Agents that are articulate, energetic, and computer-savvy, that possess excellent listening, problem solving skills, and are customer-focused. Strong English is a mandate.

We are looking to fill a variety of part-time Monday to Saturday positions at our Markham location.

We Offer:

- Up to 37.5 hours/wk from Mondays to Saturdays available
- Flex-time arrangements
- Extensive computer system training
- Cash bonuses and performance rewards
- Competitive wages

Join our dynamic team of publisher service professionals.

Please specify which position you are applying for when sending your cover letter and resume to:

Human Resources at jobs@indas.ca

Only qualified candidates will be contacted for interview and testing.

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

525 Office Help

The Plan™



Explore one of York Region's Best Entrepreneurial Opportunities

- Be your OWN boss
- Set your OWN flexible hours
- Build your OWN book of business
- Create your OWN retirement plan
- Create your OWN lifestyle

RSVP for our next Career Information Session by contacting

Tina at 905-895-6718 Ex 214  
1-888-565-9996 or email  
tina.tamburro@investorsgroup.com

509 Drivers

509 Drivers

**TRUCK DRIVER**

Dealership requires driver familiar with large and small agricultural equipment for pickup and delivery.

Duties include record keeping, truck maintenance, shipping & receiving. Safety shoes and drivers abstract required, DZ. Call Wesley Brown @905-640-2692 or Fax: 905-640-2994

**Wanted Immediately**

Full time experienced **DUMP TRUCK & ROLL-OFF DRIVERS**  
Top wages, full benefits, retirement package and more.

Please fax resumes to: 905-654-5555 or call: 905-654-5554 ask for Victor

**Drivers Required**

F Class license. One week only, July 23-29 2007, at Canadian Open Golf Tournament, Angus Glen Golf Club. This is a paid position. Must have clean driving record.

Contact Tom Oliver at 1-800-263-0009 ext. 361

515 Skilled & Technical Help

515 Skilled & Technical Help

**HVAC contractor looking for EXPERIENCED INSTALLATION TECHNICIAN** for residential & commercial. Please fax resume to 905-479-3438.

**EXPERIENCED, FULL-TIME HVAC INSTALLER REQUIRED**  
Must hold valid fitters license. Position will include installation. Health benefits available. Top wages paid based on experience. Call 905-727-2323 or fax 905-727-0282

**EXPERIENCED, FULL-TIME HVAC MECHANIC REQUIRED**  
Must hold valid fitters license. Position will include service. Health benefits available. Top wages paid based on experience. Call 905-727-2323 or fax 905-727-0282



St. Philip's on-the-hill Anglican Church, Unionville, Ontario

**PARISH ADMINISTRATOR**

- Assistant to the Incumbent
- General Office Duties
- Proficiency in MS Word, Publisher, Office Outlook, etc
- Administration of Parish Membership Program
- Able to interact effectively with all Parish Leaders

Applications invited from those who have an ongoing relationship with Jesus Christ.

Please send to: judithprentice@rogers.com or mail to: Atn: Judith Prentice, St. Philip's Anglican Church 9400 Kennedy Rd. Unionville L6C 1N6

THE LINKAGE GROUP, a leading retail information resource to Canada's retail & consumer packaged goods companies is searching for:

**2 PERMANENT PART TIME (16-24hrs/wk) EXPERIENCED JUNIOR DATA ANALYSTS** for their Markham office.

This position involves data entry and cleansing of retail pricing information, analysis and client report generation.

The ideal candidate will be very detail oriented, possess excellent analytical, organizational and communication skills while having an intermediate level of Excel; able to create reports and analysis using macros, pivots, charts, basket comparisons. Experience in the field of Marketing and/or Consumer Packaged Goods industry is a strong asset. Must be flexible Monday through Friday.

Kindly forward your resume and cover letter to elainew@linkage-group.com. If called for an interview excel testing will be conducted, therefore only qualified applicants are required.



**CUSTOMER SERVICE REP** required. The candidate should have a post secondary education and excellent computer skills. Duties include: answering customer inquiries, entering orders and performing other related duties. Excellent communications and interpersonal skills are a must. Previous related experience and fluency in French a definite asset.

Resume: Employee Relations chickey@holophane.com

**F/T DENTAL RECEPTIONIST**

needed immediately in Markham. Must have excellent communication skills, previous dental experience is an asset.

Email resume to rdds33@hotmail.com

**CHECK YOUR AD!**

YRMG Classifieds request that advertisers check their ad upon publication, as we cannot be responsible for more than one incorrect insertion. There shall be no liability for non-insertion of any advertisement. Liability for errors in ads are limited to the amount paid for the space occupying the error. Please be advised that all advertising content is subject to the approval and policy review of management of YRMG Classifieds (The Era-Banner, The Liberal, Vaughan Citizen, Markham Economist & Sun, Stouffville Sun-Tribune, Georgina Advocate). Rights reserved to decline, rework or properly reclassify an ad at any time.



**CUSTOMER SERVICE**

Imperial Smelting & Refining Co. is a well established private Canadian Company currently seeking a full time Customer Service Representative. Successful candidates will have strong computer, oral and written communication skills.

Please email resume to: careers@imperialproducts.com or fax to: 905-475-0703. No phone calls please.

**REAL ESTATE RECEPTIONIST**

Hwy 404 & 16th Avenue  
Busy Real Estate Office requires Receptionist. Must have computer skills and speak fluent English with a pleasant telephone manner. Real Estate experience, knowledge of Office Commander and Quick Offer an asset.

Fax resume to: Leanne Perkins 905-887-2079 or email to: leanne@normanhill.com

**DATA Entry Position - INSURANCE BROKER - Markham**

Office - Great Atmosphere - strong computer skills, clerical duties, some reception, RIBO licence an asset. Fax or email resume with references to 905-479-7911 paul@dermodyinsurance.ca

**BILINGUAL CUSTOMER SERVICE REP**

French/English CSR for outbound call center. Updating customer information. Hwy 7 & Warden Ave area. Please fax to 905-475-2227 or email: cindy@globalserve.net

**ADMIN ASSISTANTS & CUSTOMER SERVICE REPS**

For rapidly growing & fast-paced Medical equip. mfr. Excellent English, be organized and can multi-task. Excellent over phone & computer literate. Promotional opps. available. Please email resume to: jcross@amvex.com

**LEGAL SECRETARY**

Woodbine/ Steeles area. We require a legal assistant, experienced in civil litigation and/or real estate; part time, flexible hours, competitive salary. Email resume to: civpro.law@hotmail.com

**PARTTIME MARKETING ASSISTANT**

Required Comfortable on the Phone. Proficient in Microsoft Office. Life Insurance experience is an asset. Salary plus bonus. Contact Lorne at 647-388-3617 or by email at: lorne@lsminsurance.ca

**HIRING**



Job Skills, a dynamic employability training agency, is currently hiring for the following positions

Employment Specialist  
Employment Counselor/Facilitator  
Job Finding Club Facilitator

For more detailed information, refer to: www.jobskills.org/hiring

**SITE SUPERINTENDENT**

Established General Contractor working in the T.C.I. sector seeks a permanent, full-time site superintendent for projects valued up to \$5M. The successful candidate will be detail oriented with excellent organization and communication skills. A min. of 5 yrs. exp. is essential. Salary and benefit package commensurate with experience.

Fax resume: 905-883-5243 or email: info@11paisley.com

**GRAPHIC DESIGN / MARKETING**

Magazine Publishing Company Unionville. Full time. Design promotions & ads, some co-ordinating. Must be able to multi-task in a fast paced environment.

Email resume to: mrosset@homesmag.com