

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

CLASSIFIED DEADLINES

THURSDAY EDITION

Help Wanted
Deadline: Wednesday at 12 Noon

Word Ads
Deadline: Wednesday at 2pm

Business & Professional Directory
Deadline: Tuesday at 5pm

SATURDAY EDITION

Help Wanted
Deadline: Friday at 12 Noon

Word Ads
Deadline: Friday at 2pm

Business & Professional Directory
Deadline: Thursday at 5pm

To place your ad, call:
1-800-743-3353

500 Career Training 500 Career Training

Consider a Career in
DENTAL HYGIENE OXFORD

Daytime & Evening Dental Hygiene Programs available!
Apply Now for August 2007
Attend our Open House on April 25th 7pm
Call (905) 780-9023

OXFORD NORTH TORONTO
10087 Yonge St., Richmond Hill Ont.
www.oxfordnorth.com

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yrmg
A DIVISION OF METROLAND MEDIA GROUP LTD.

EDITOR REQUIRED

The York Region Media Group requires a full-time editor with a minimum of three years of experience at a community newspaper. The position includes: writing, copy editing and taking digital photographs for a daily online edition and weekly print edition; creative layout of a weekly print edition; supervision of a part-time reporter; and fostering a strong presence in the community for a newspaper committed to making a positive difference in a rapidly growing community.

The successful candidate will have: a demonstrated ability to think creatively, both in content planning and in layout (proficiency in InDesign is required); sound news judgment and strong writing and copy editing skills; excellent organizational skills and attention to detail; a proven ability to take initiative and work independently; a passion for excellence in editorial coverage, including an ability to present news and information in compelling and innovative ways.

Some evening and weekend work is required. An interest and familiarity in online and/or broadcast journalism, as well as familiarity with issues affecting Bradford West Gwillimbury & Simcoe Region will be considered assets.

Please apply to Debora Kelly, editor in chief, by April 11th at: dkelly@yrmg.com
Thank you in advance to all applicants, however, only successful candidates will be contacted.

505 Careers 505 Careers

SALES REPRESENTATIVE

OCZ Canada Inc., rapidly growing PC memory manufacturer, is seeking an inside sales person. Candidate will be responsible for selling DRAM Modules, Power Supplies, and Flash memory products to PC resellers, system builders and retailers. Must have minimum 2yrs sales experience -preferably in PC or CE industries. Must have professional, persuasive phone manner.

Apply to: canada.hr@ocz.com or fax resume to: 905-479-8551

505 Careers 505 Careers

Opportunity to work in a fabulous office environment and with a great team. Ensurco Insurance Group is looking for a **RIBO Licensed P/L CSR** Minimum 3 years Power Broker experience. Great pay, great benefits.

Email your resume to: ray@ensurcoinc.com

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A DIVISION OF METROLAND MEDIA GROUP LTD.

REPORTER REQUIRED

The York Region Media has an immediate opening for a part-time news reporter (up to 25 hours) with a minimum of three years of experience at a community newspaper.

Applicants should have a broad range of experience covering hard news, as well as writing feature stories. Experience with digital photography is required. The successful candidate will demonstrate strong news judgment and be passionate about digging up the stories that matter. A confident, self-motivated team player who can meet daily deadlines without sacrificing quality is required.

An interest and experience in online and/or broadcast journalism, as well as familiarity with issues affecting Bradford West Gwillimbury & Simcoe Region will be considered assets. Some evening and weekend work is required.

Please apply by April 11 with resume and writing samples to: Debora Kelly, editor in chief, dkelly@yrmg.com
Thank you in advance to all applicants, however, only successful candidates will be contacted.

525 Office Help 525 Office Help

MICRO ALTERNATIVE SOLUTIONS

AUDIT TECHNICIAN

A leading Markham IT Life cycle management company is currently seeking an Audit Technician to join our Warehouse and Logistics group.

Required Skills

- Extensive Technology service experience
- Perform audits, breakdowns, configurations, testing, repair & processing all incoming "used/rental" products
- Extensive communication and co-ordination with Inventory control and/or rental sales group.
- Primary back up for Quality Control and Service and product handling functions.
- Multi tasking & Priority management
- High quality standards and a team player
- Minimum 3 year technical experience

Compensation will commensurate with experience along with a comprehensive benefit package.

Please forward your resume to: careers@microalternative.com or fax to: (905) 946-0147

515 Skilled & Technical Help 515 Skilled & Technical Help

GRAPHIC DESIGNER

PT position on contract with growth potential to full-time • 15-20 hrs/wk (set hours). • \$13-15/ hr. • THIS IS NOT A SUMMER JOB.

The candidate will work on: corporate identity, advertising, packaging & signage. As well, will deal directly with the client(s) in-house. Must possess strong communication skills.

- Minimum 1-2 years experience
- Post Secondary Graphic Art Education
- Quark Xpress, Adobe CS Products
- Web design skills a benefit

Please submit resume in person between the hours of 12-5 PM to:
Creative Edge Graphics Inc.
1020 Denison St., Suite 200, Markham

514 Salon & Spa Help 514 Salon & Spa Help

PART TIME/ FULL TIME HAIRSTYLISTS WANTED

• Excellent wage and benefit package

• Busy locations

• No clientele required

• Advanced training provided

• \$8.50 per hour

Please call Jen
905-640-9555

File & Hair Cutters

AFFORDABLE, PROFESSIONAL HAIRCARE GUARANTEED™

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TRADEMARK/PATENT ASSISTANT
1 Year Contract

Thornhill Intellectual Property Law Firm requires a positive, responsible, organized and self-motivated Trademark/Patent Assistant with 3+ years experience for a 1 year contract. Must have experience assisting in trademark prosecution and filing trademark applications in Canada and U.S. Experience conducting trademark searches is preferred. Office duties include transcribing, and utilizing MS Office and the Internet, as well as scanning, filing, photocopying and other office-related tasks.

Fax resume to 905-882-9872, Attention: Human Resources or email to hr@ivormhughes.com.

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LEGAL SECRETARY - MARKHAM

Sole practitioner corporate-commercial lawyer requires friendly full-time legal secretary ASAP with experience in corporate-commercial documentation/searches, Word, PCLaw, Fast Company, Cyberbahn. Experience with real estate and bookkeeping is an asset. Compensation commensurate with experience.

Please send resume to steve@borlak.ca

525 Office Help 525 Office Help

Richmond Hill office seeking individual with solid experience as a **SALES COORDINATOR**.

Skills must include excellent communication skills, high attention to detail, multi-task efficiently and advanced computer skills (Excel). Salary low \$30's.

E-mail: ournewpositions@gmail.com

FULL-TIME RECEPTIONIST

for new home sales office in Stouffville. Must have computer experience.

Call 905-640-0002

IMAGING CLERK

Permanent P/T. Must have excellent communication/computer skills.

Email Resume to: awigmore@pipfs.com

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RECEPTIONIST/CUSTOMER CARE

Full time. Personable, detailed oriented with excellent communication & computer skills required. Salary & benefits. Bilingual (French) an asset.

Send resume & (must include) cover letter with salary expectations to: gcookson@rogers.com

Richmond Hill office seeking **BILINGUAL Customer Service Rep.**

Skills must include excellent phone manners, spoken/written French, good computer skills and ability to multi-task effectively. Salary mid \$30's.

E-mail: ournewpositions@gmail.com

530 Sales Help & Agents 530 Sales Help & Agents

Inside Sales Customer Service

Large portable sanitation company located in Gormley looking for full-time experienced customer service rep. for inside sales and accounts receivable rep. Qualifications include telephone experience, computer knowledge of outlook, word, excel and data entry. Candidate must possess good phone manner and the ability to multi-function in an active office environment.

Fax resume to (905)760-2405 or email to: sales@naturescall.ca

530 Sales Help & Agents 530 Sales Help & Agents

Brand new Real Estate branch office located at Yonge/ King (Richmond Hill) is hiring new and established sales representatives/brokers.

Fax resume (905)313-0440 or call for Interview (905)313-0809

530 Sales Help & Agents 535 Hospital, Medical, Dental

Willing to Educate

Highly motivated individuals for a rewarding career in Financial Services.

Call Paul 1-888-236-4571

Experienced Dental Assistant

Part time to start potential for full time. Minimum 2-3 years experience. Telephone skills experience an asset.

Send resume to fax: 416-225-8978

540 Hotel Restaurant 540 Hotel Restaurant

Boston Pizza

JOB FAIR
Hiring All Positions
April 7th, 8th & 9th from 10am-6pm
157 York Blvd.
(Hwy#7/East Beaver Creek)

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DELTA MARKHAM is seeking Enthusiastic & Personable Associates to join the team in the following positions:

- Guest Services Supervisor - FT
- Guest Services Agent - FT
- Bell Person - FT
- Maintenance Helper - FT
- Restaurant Server - PT

Fax your resume to: (905) 477-2026
Only potential candidates will be contacted.

510 General Help 510 General Help

Clean4Me
www.clean4me.ca

905-201-2313
NOW HIRING!!

- Experienced Cleaner
- Team Supervisor
- Sales Representatives
- Receptionist

Must have car! Excellent Compensation