

# york region CAREERS

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Monday - Friday 8:00 am - 6:00 pm 1-800-743-3353 www.yorkregion.com

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**Seneca**  
Seneca College of Applied Arts & Technology

**ESSENTIAL BUSINESS OFFICE SKILLS**

**NOW IN MARKHAM**  
April 30th - August 31st  
Computer & Business Skills

- Word, Excel, Access
- PowerPoint, QuickBooks
- Simply/AccPac
- Bookkeeping
- Customer Service
- Business Math

**Register Today**  
(416) 491-5050 ext 4753  
Pay as you go (\$55.17/week)

**GENERAL ACCOUNTANT**  
One year contract

Galderma, a fast paced pharmaceutical company, is looking for an energetic individual to join the finance team for a 12 month contract with the possibility of a permanent position. Reporting to the Controller, your duties will include processing accounts payable, accounts receivable, reporting and other special projects. Your skill set must include proficient knowledge of Excel and other MS Office products. Post-secondary education in accounting, excellent communication skills, experience and success at meeting deadlines with time management and multi-tasking is a must. Exposure and knowledge of Oracle financials, Hyperion and Cognos would be a definite asset.

*Please email your resume along with salary expectations to:*  
Accounting.canada@galderma.com

We appreciate all applicants, however, only those selected for an interview will be contacted.

**CERTIFIED ESTHETICIAN**  
Full time, required immediately for upscale spa in Markham. Must be mature, experienced, reliable & have excellent English communication skills.

**Fax resume to: 905-475-1817**

**INSIDE SALES**  
Distributor of Wireless Technology Markham based firm seeking full-time sales person to manage retail accounts across Canada. No travel, Mon-Fri; salary + commission. Visit [www.talktyme.com](http://www.talktyme.com) or email [mc@talktyme.com](mailto:mc@talktyme.com).

**FULL-TIME CLEANER WANTED**  
Tim Hortons Days  
Fax resume/application to 905-947-8626  
State wage expectation

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

New home sales expanding Markham/Aurora.

- **EXPERIENCED SALES REPRESENTATIVES** Required.
- **HOSTESS/RECEPTION** Required. Willing to work evening and weekends.

Reply to [hprucha@angusglen.com](mailto:hprucha@angusglen.com)

**515 Skilled & Technical Help**  
**Experienced Mechanic Wanted** for farm equipment. Apply in person with resume to 5676 Main St., Stouffville 905-640-3830

**525 Office Help**  
**ADMINISTRATION HELP** required for office in Markham. Hourly rate, 3-4 days/week. Fax/email resume Attn: Judy Fax# (416) 410-4098 or [jha@norbar.ca](mailto:jha@norbar.ca)

**530 Sales Help & Agents**  
**ELECTRICAL DISTRIBUTOR** Richmond Hill Area. Requires inside **SALES REPRESENTATIVES**, full time, good salary, benefits. Must be reliable, experience preferred, but will train. Fax resume to: 905-508-2190

**Fast food operation requires general help.**  
Call (905)475-9445

**OXFORD NORTH TORONTO**  
10087 Yonge St., Richmond Hill Ont.  
[www.oxfordnorth.com](http://www.oxfordnorth.com)

**509 Drivers**  
Join a CAA Preferred Contractor for an exciting career opportunity providing CAA members with light mechanical service and roadside assistance.

**525 Office Help**  
**SALES SUPPORT PERSON** needed in rapidly growing promotional products business located in Markham. Excellent written/verbal English skills and good computer knowledge required. This position has lots of variety supporting our sales staff: product sourcing, customer quotes, trade shows, client events, etc. The ideal candidate will be outgoing, quick to learn and enjoy the fast-paced environment.

Please fax or email resume to:  
Fax 905-415-1526  
[rose@hardwearpromo.com](mailto:rose@hardwearpromo.com)

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

**545 Teaching Opportunities**  
New Hot Yoga studio seeking full/part-time experienced certified **YOGA INSTRUCTORS**. Email resume to [hotyoga\\_markham@yahoo.ca](mailto:hotyoga_markham@yahoo.ca)

**505 Careers**

**Emergency Response Providers**  
You have a valid Class G driver's licence, a clean driver's abstract, and good mechanical aptitude.

For more information or to apply online, visit us at [www.caasco.ca](http://www.caasco.ca) or send your resume and abstract to: [e-mail: jobs@caacontractor.ca](mailto:e-mail:jobs@caacontractor.ca) fax: (905) 771-3447

CAA is recruiting on behalf of our Preferred Contractors. All applications will be forwarded to our CAA Preferred Contractors for consideration.

**PURCHASING ASSISTANT**  
Required by a well-established, rapidly growing Richmond Hill area mfg. Duties include: creating reports using Excel, follow-ups with suppliers for order confirmation & delivery, research on products, issue Purchase Orders & quotes. Skills: math, communication in both written & verbal, work independently, thorough, aggressive, responsible, and takes initiative.

Please send your resume to:  
**AMICO CORPORATION**  
Email: [hr@amico.com](mailto:hr@amico.com)  
Fax: (905) 764-0862

**530 Sales Help & Agents**  
**JR. SALES REPRESENTATIVE** A fast paced wood products manufacturer requires an experienced Sales Rep with excellent communication skills and time management attributes. Must be able to travel. Fax resume: 905-859-4654

**535 Hospital, Medical, Dental**  
**A DENTAL ASSISTANT LEVEL II:** F/T & P/T required. Send resume to: [dental2level@yahoo.com](mailto:dental2level@yahoo.com)

**510 General Help**  
•F/T SHIPPING & RECEIVING  
•F/T FACTORY HELP  
•F/T INDUSTRIAL SEWING MACHINE OPERATOR  
Detail oriented, reliable & must be a team player. Fluency in English a must. Apply at 80 Riviera Dr. Markham Fax 905-477-8670

**TIN TRANS-NORTHERN PIPELINES INC.**

Trans-Northern Pipelines Inc. is searching for a Line Controller to supplement the work force in its Oil Movements Department in Richmond Hill, Ontario. We are looking for an individual who is responsible, committed, respectful, adaptable and acts with integrity in all that they do. The successful applicant will receive extensive training in all aspects of pipeline operations before permanent assignment.

To be considered for this position you must:

- have a valid Class 'G' driver's license;
- have a minimum of a High School Diploma;
- be fully proficient in English.

In addition, completion of University or Community College courses leading to OACETT registration as a "Certified Technician" under provincial registration would be a definite asset.

Trans-Northern offers excellent compensation and benefits and long-term career opportunities.

Please submit resumes by April 27th, 2007 to:  
Trans-Northern Pipelines Inc.  
Suite 310, 45 Vogell Road  
Richmond Hill, ON L4B 3P6  
Attn: M. Donovan  
Email: [info@tnpi.ca](mailto:info@tnpi.ca)

**509 Drivers**  
**Napa Auto Parts**  
Stouffville requires Part Time **PARTS PERSON/ DRIVER**  
Call 905-640-3030

**509 Drivers**  
**AZ DUMP TRUCK/ FLOAT DRIVER WANTED**  
HEAVY EQUIPMENT OPERATOR Local. Hourly rate plus company benefits. Call Bruce: 416-881-4778

**Administration/ Greeter**  
Part Time student for New Home Project. Bright, energetic, personable individual required. Well groomed, computer literate, Responsible and able to work independently. Preference to Cantonese and Mandarin languages.  
Email resume to: [Markham@royalpark.com](mailto:Markham@royalpark.com)

**532 Retail Sales Help**  
**SALES ASSOCIATE**  
A fast growing Imported Ladies Clothing requires experienced self-motivated, enthusiastic individual, P/T position for our Markville location. Competitive wages and benefits. Fax resume to 905-290-4647, or email [careers@olseneurope.com](mailto:careers@olseneurope.com)

**532 Retail Sales Help**

**WAREHOUSING- ORDER PICKER**  
2 yrs experience. Read/ write English. Lifting up to 50 lbs. Good Pay. Apply in person at 600 Hood Rd, Markham Warden/ Denison Preference will be given to person(s) showing 3-4 years steady employment.

Crosscap Media Services, a Markham company, offers Fortune 500 retailers a complete suite of marketing technologies. We are currently seeking a:

**WEB DESIGNER AND GRAPHIC ARTIST**

to develop and maintain our client's web site, one of Canada's largest retailers.  
Email: [torontojobs@crosscap.ca](mailto:torontojobs@crosscap.ca)

**514 Salon & Spa Help**  
**SPA COORDINATOR**  
Full-time and part-time required immediately for upscale spa in Markham to answer phones and schedule appointments. Must be mature, reliable and outgoing. Fax resume to: 905-475-1817

**BUSY PROPERTY MANAGEMENT /REAL ESTATE OFFICE**  
Requires full time **ADMINISTRATION ASSISTANT**. Must have strong communication and computer skills. Fax resume to: 905-940-0079

**535 Hospital, Medical, Dental**  
**535 Hospital, Medical, Dental**

**HERE WE GROW AGAIN!! IMMEDIATE OPENINGS**  
Dental Assistant/Dental Receptionist and A.R. personnel

Ideal candidates must be flexible, willing to work some evenings and some Saturdays. Career minded, self motivated and multi-taskers. We are a progressive caring multi-location centre where the patient comes first. We are engaged in all facets of dentistry including orthodontics, I.V. sedation and Implantology. Excellent benefits and salary packages for the successful candidates.  
Fax Resume to 905-852-0284.

**LANTECH CONSTRUCTION**  
Requires skilled landscape  
•Carpenters  
•Stone Masons  
•Construction workers  
Must have own transportation. (905)833-2888

A Markham software company is looking for an **OFFICE MANAGER/ INTERMEDIATE ACCOUNTANT** with 3-5 years experience. This role represents an outstanding opportunity for a direct, hard-working, results-oriented accounting professional to join an ever expanding and highly successful business operation.  
Email [cbushert@crosscap.ca](mailto:cbushert@crosscap.ca)

**514 Salon & Spa Help**  
**ESTHETICIAN/ HAIR STYLIST**  
Space available for Esthetician/Hair Stylist to rent in Markham salon. **1 MONTH FREE RENT.** (416)992-9345

**514 Salon & Spa Help**  
**ASSISTANT STYLIST WANTED** in the Premier Hair Salon of **Paricima's** - Markham (905)470-2212

**SECRETARY/ RECEPTIONIST** for busy trustee in bankruptcy office. Job requires telephone reception, data inputting, copying, mailing and other office functions. Experience with Microsoft Word and Excel are important. Send resume to [harrispartners@gmail.com](mailto:harrispartners@gmail.com)

**PHYSIO ASSISTANT**  
Required for rehab clinic in Markham. Fax resume to: 905-887-3671

**KIDS! KIDS! KIDS!**  
Ages 2-4  
Wanted for TV & Movie Jobs!  
No Fees! Men/ Women 16-65 yrs. Needed for same! No extras  
Parents call: (416)221-3829

**Entry Level Credit Investigator** required immediately. \$20,000 salary a year. Skills required: excellent verbal/ written/ telephone skills and computer skills. Send resume to [olagos@qcs.com](mailto:olagos@qcs.com) or fax 905-470-4220

**PHYSIOTHERAPISTS** f/t with management potential. Also, p/t evening position.  
**MASSAGE THERAPISTS p/t**  
Fax 905-471-3751  
[mrainc@rogers.com](mailto:mrainc@rogers.com)