

505 Careers

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**Looking for a rewarding career?**  
 York Support Services Network (YSSN) is a non-profit agency providing Case Management and Community Crisis Response Service (310-cope) within York Region.

**CRISIS RESPONSE WORKER POSITIONS**  
 1 Full-Time Permanent and 1 Full Time Contract  
**CRISIS RELIEF RESPONSE WORKERS**

**Responsibilities:**

- Providing telephone and mobile community response to individuals experiencing a mental health crisis.
- Providing support to individuals experiencing a psychosocial crisis for a 3-5 day period in our Crisis Bed Program.
- Support our partnerships with York Regional Police and Kinark Child and Family Services.

**Requirements:**

- BSW or equivalent in education.
- Knowledge and practice of short-term urgent response, psychosocial rehabilitation approach and advanced clinical and assessment skills are assets.
- Minimum 2 years related experience working with individuals having serious mental illness is essential.

Day, evening and weekend shifts.  
 Fluency in Cantonese or Mandarin would be an asset. All Positions require a valid driver's license, insurance, and reliable vehicle.  
 We provide competitive benefits & a progressive work environment.  
*Those that have previously applied need not apply again. Thank You*  
 Please submit resume indicating position of interest & source by Friday, June 22nd, 2007 to: Human Resources Department, 102 Main Street, South, Unit #3 Newmarket, Ontario, L3Y 3Y7; Fax (905) 898-1171. Email: jobs@yssn.ca (WORD 2002 / earlier) www.YSSN.ca

**We are growing again!**  
 Print Production - Direct Mail  
**PROJECT MANAGEMENT**

You will be responsible for managing a large variety of direct mail projects for high-profile corporations. The ideal candidate will have 3 to 5 years experience in all facets of direct mail including letter-mail, addressed admail and unaddressed admail. This is a great opportunity to hone your skills and learn new ones.

If you thrive in a stimulating, fast-paced environment, visit our Web site at [www.pgemarketing.com](http://www.pgemarketing.com) and forward your resume by e-mail to [productionjobs@pgemarketing.com](mailto:productionjobs@pgemarketing.com).

**MORE THAN A PROOFREADER** required for Markham-based company. Excellent English grammar & spelling and extraordinary attention to detail required. Proficient in MS Word. Degree in English/Journalism preferred. Full-time 2PM to 10PM (evenings). Successful candidates must pass a proficiency test.  
 Forward resume to [studiojobs@pgemarketing.com](mailto:studiojobs@pgemarketing.com)

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
- \$9.00 per hour
- receive a 4GB iPod

Please call Jen  
 905-640-9555

**First Choice Hair Cutters**  
 AFFORDABLE, PROFESSIONAL HAIRCARE GUARANTEED™

535 Hospital, Medical, Dental

Chiropractic office looking for energetic  
**CHIROPRACTIC ASSISTANT** to help the doctor directly in the management of patients. Will train the right person.  
 24hrs/wk.  
 Fax resume to (905) 294-3958

**Part-time Reception/Admin.**  
 Two evenings/weekends. Training provided. Motivated enthusiastic individuals only need apply.  
**Fax resume: (905) 471-1703**

**DENTAL ASSISTANT**  
 Position available. 2 yrs. exp. HARP certified. Some reception duties.  
 Fax resume 905-479-6110

540 Hotel Restaurant

**COOKS**  
 Now being hired for **OLD COUNTRY INN** in Unionville. Experience Req'd. F/T or P/T avail.  
 905-477-2715

510 General Help

**WILLIAMS TOWING SERVICE LTD.**  
 "The Markham Towing Team"  
**F/T & P/T DRIVERS/ DISPATCHER** for busy towing company. Must have knowledge of GTA. Benefits, hourly rate. Will train. email: [johnwts@bellnet.ca](mailto:johnwts@bellnet.ca)  
 Fax: 905-472-9751

515 Skilled & Technical Help

515 Skilled & Technical Help

**Reeces**  
**KITCHEN DESIGNER/ SALES PERSON**  
 Reeces Woodworking Ltd. is an upscale Newmarket-based custom cabinetmaking firm. Our company also represents quality kitchen manufacturers.  
 We are seeking a dynamic, experienced and highly motivated individual to join the team in our Newmarket showroom. This person is a proven performer with 20/20 software experience who expects to earn 75K-100K a year. This is a commission based position. The ability to manage kitchen renovations from concept to completion is essential.  
**Fax your resume to: (905) 895-7652 or email to reeces@reeces.com**

525 Office Help 525 Office Help

**Progressive vehicle leasing company located in Markham requires 2 individuals to join our administration department.**

**Accounting Clerk** - Ideal candidate is a CGA level 3 or has related experience who is interested in pursuing a career in accounting. Detail oriented, strong computer skills and experience a must.

**Sales Assistant** - To provide administrative support to Sales Consultant in a very fast-paced environment. Must be able to handle pressure and deadlines effectively. Detail oriented and strong computer skills necessary with previous experience in the automotive industry an asset.

**Great work environment, excellent location and benefits. Please fax resume and salary expectations in confidence to Sheryl Terzo at 905-477-5902 or email to sterzo@landmark-leasing.com.**

**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

Markham Insurance Broker seeking **EXPERIENCED COMMERCIAL & PERSONAL CSRs**  
 Must be RIBO Licensed. Part time hours may be considered, also **FULL TIME EXPERIENCED PERSONAL LINES TSR**  
 Fax/ email resume & cover letter with salary expectations to M. Mazreew (905) 471-2515 or [mike@luttrellinsurance.com](mailto:mike@luttrellinsurance.com)  
*Only candidates selected for an interview will be contacted.*

Larger Manufacturer in Markham is seeking an experienced **ACCOUNTS PAYABLE CLERK**  
 The responsibilities include coding and entering invoices into Macola and PSI accounting systems. Reconciling statements, generating cheques, filing and responding to supplier queries. Requirements for the position are a minimum of five years A/P experience, high attention to detail, excellent communication skills and experience using Excel.  
 Email resume to [squinn@plmgroupp.com](mailto:squinn@plmgroupp.com)

**CUSTOMER SERVICE REP**  
 Fast-paced Promotional Company located in Richmond Hill is looking for a dynamic, organized C/S Rep to round out our team. Minimum 3 years experience required, promotional experience an asset. Must be a self-starter, with excellent communication & computer skills. Salary commensurate with experience.  
 Please email your resume to: [diane@tristarpromotions.com](mailto:diane@tristarpromotions.com) or fax 905-886-7848

525 Office Help

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**CUSTOMER SERVICE REP**  
 MLC Circuits, a leading manufacturer of printed circuit boards is currently seeking a Customer Service Rep. The successful candidate must have excellent English skills, above average computer skills, and some experience with KanBan and/or inventory systems would be an asset.  
 Qualified candidates are asked to submit their resume to: Human Resources  
 Fax: 905-475-5097 or email: [bernie@mlcircuits.com](mailto:bernie@mlcircuits.com)

**RECEPTION & GENERAL OFFICE HELP**  
 Entry Level Perm F/T  
 Markham Developer/Prop.Mgmt.Co. Excel/MSOffice/ Strong Communication Skills/Fluent English/Well-organized/Self Starter - must have vehicle  
 Fax 905-940-1913 or email [mgmt@geistproperties.com](mailto:mgmt@geistproperties.com)

**Direct Marketing/Flyer Management Agency in Markham, specializing in flyer distribution and analysis for major retailers, is looking for a key individual to join their busy team.**  
**Data Entry/Data Specialist** to provide data entry and database maintenance and integration services  
 For further information, responsibilities and qualifications required, please visit <http://marketfocusdirect.ca/jobpostings.html>

**LEGAL ASSISTANT**  
 For litigation lawyer in Markham. Experience required.  
 Send resume to Maria Lombardi Mingay & Vereshchak  
 Fax: 905.295.9141  
 Email: [mlombardi@mvlaw.net](mailto:mlombardi@mvlaw.net)

Richmond Hill office seeking mature individual for **BILINGUAL CUSTOMER SERVICE REP** for Service Centre. Skills must include excellent phone manners, high attention to details, good computer skills and ability to multi-task effectively.  
 E-mail resume to: [ournewpositions@gmail.com](mailto:ournewpositions@gmail.com)

**ACCOUNTING / LOGISTICS ASSISTANT** required for a medium size manufacturing company in Markham. Must be energetic, willing to learn and own a vehicle.  
**Fax resume to 905 946 8025.**

530 Sales Help & Agents

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**ESTHETICIAN AND/OR MAKEUP ARTIST**  
 Sales experience an asset. Hiring full time, flexible outgoing individuals for our Caryl Baker Visage Salon location in Markville Shopping Centre. Qualified candidates will attend an 18 day certificate training program in Toronto. Excellent starting hourly wage plus commission. Classes to resume Tues. July 3rd & education orientation day scheduled for Mon. June 25th.  
 Send resume to Salon Owner Michelle tel. 905-477-6616 fax 416-292-4564 email: [mkhan15@hotmail.com](mailto:mkhan15@hotmail.com)

535 Hospital, Medical, Dental

535 Hospital, Medical, Dental

**R.N. Full or Part Time**  
 Oral Surgery practice in North York. Benefits available. Top dollar paid.  
**Fax resume to 416-733-9784 between Monday-Friday, 9am-5pm**

Markham Health Clinic looking for:  
 • R.M.T. (P/T)  
 • ADMIN. ASSISTANT (F/T)  
 • KINESIOLOGIST (F/T)  
 Fax resume to Liz @ 905-479-7808.

**york region .com**  
 Find a JOB!  
 It clicks home!

540 Hotel Restaurant

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**GRANITE GRANITE GOLF CLUB**  
 Granite Golf Club is a private, family-oriented golf club, located just outside Stouffville on York/Durham Road 30. We are committed to providing uncompromising service and exceptional golf and dining experiences to our discerning membership.  
 We are seeking passionate, service-oriented individuals to fill the following positions:  
**Lead Cook**  
 At least five years cooking experience required. Culinary education an asset.  
**Kitchen Helper**  
 Willingness to learn is essential. Kitchen experience an asset.  
**Food & Beverage Server, PT**  
 Some serving experience an asset.  
**Locker Room Attendant (Male), PT**  
 No experience required. Must love working with people.  
*We offer staff discounts, golfing privileges and an exciting work environment.*  
 Interested candidates should forward resumes to Human Resources at [hr@graniteclub.com](mailto:hr@graniteclub.com) or fax to 416-510-6683.

510 General Help

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**EASTSIDE**  
 CHEVROLET AT ITS HIGHEST LEVEL  
**SERVICE CALL CENTRE REPRESENTATIVE**  
 We have an immediate opening for a person to handle both inbound and outbound calls in our service department call centre. Experience is preferred but not essential.  
**We offer:**

- Competitive salary
- Bonus plan
- Full benefits package
- Excellent working environment

**If you have:**

- Superior telephone experience
- Excellent customer service skills
- Basic keyboarding skills
- Strong communication ability

Also required  
 Part-time, evening and weekend  
**CASHIERS**  
 Fax or email resume to Tony Ruscica:  
 Fax: 905-940-6585  
 Email: [truscica@eastsidechevy.ca](mailto:truscica@eastsidechevy.ca)

**You're in great company.**  
 Why settle for just any position when you can build a better future - in ARAMARK. Can we count you in?  
**MAINTENANCE SUPERVISOR (Full-time or Part-time)**  
 We are currently seeking a Maintenance Supervisor for a Long Term Care facility in Markham, ON.  
 Previous experience in a LTC would be an asset.  
 To apply, please fax your resume to Brenda Agnew, District Manager, at: (416) 255-6628.  
**ARAMARK**  
[www.aramark.ca](http://www.aramark.ca)  
 An equal opportunity employer committed to workforce diversity.

**HOMEWORKERS NEEDED!!**  
 • To Assemble Products,  
 • Mailing/ Processing Circulars  
 • Envelope Stuffing • On-line Computer Work  
 Up to \$1,500/wk. No experience needed!  
 FREE information at [www.Jobs-WorkAtHome.com](http://www.Jobs-WorkAtHome.com)  
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