

505 Careers

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JOIN OUR JOURNEY.

Calea is the leading provider of client-focused, home healthcare products, services and patient support programs. We provide expert solutions and resources to medical professionals, hospitals, pharmaceutical companies, home healthcare recipients, and their caregivers. Calea provides superior compensation and benefits, flexible work schedules, educational support, career development, and life-work balance. We offer rewarding careers that give you the opportunity to enhance patients' lives every day!

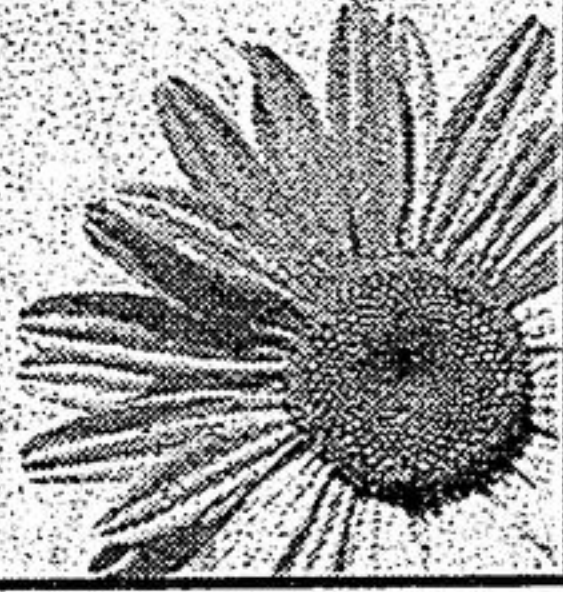
Nurse Clinicians

Full-time, part-time and casual positions are available for Nurses to work in Newmarket, York Region, and our Toronto clinics. Come join our team of Nurse Clinicians and support our NEW IV/Wound Clinic opening in October, in Newmarket. You are a Registered Nurse with 3 years of nursing experience with IVs and advanced wound care, and are looking for a new challenging position.

Please forward your resume to: **Calea Ltd., 2785 Skymark Avenue, Unit 2, Mississauga, Ontario, L4W 4Y3. Tel: 1-888-909-3299, ext. 220.**

Fax: 905-238-9495. E-mail: humanresources@calea.ca

www.calea.ca



PRODUCTION GRAPHIC DESIGNER YORK REGION PRINTING

Lead Graphic Designer required for fast paced medium size commercial print plant in York Region.

You will possess the following criteria:

- Excellent communication skills a must
- Positive attitude, drive and ambition to succeed in a dynamic workplace
- Able to be hands on as well as a solid Team Leader
- Outstanding creative and design skills
- Highly organized
- Ability to work in a team oriented environment

Meeting tight and multiple deadlines, troubleshooting and exceeding customer expectations

• Experience working in a sales environment

Knowledge/Proficiency in:

• Adobe InDesign, QuarkXpress, Adobe Photoshop, Adobe Illustrator, PDF workflow, Mac OS environment



YRP
YORK REGION PRINTING
A DIVISION OF
METROLAND MEDIA GROUP LTD.

Interested qualified applicants may forward their resume to:

York Region Printing
c/o Mark Skelton
1183 Ringwell Dr., Newmarket, ON L3Y 8T8
or email: mkskelton@yrmg.com
NO PHONE CALLS PLEASE

We wish to thank all candidates for their applications and advise that only those selected for an interview will be contacted.

525 Office Help

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Markham Direct Marketing Agency looking for exceptional ADMINISTRATIVE ASSISTANT to join their busy team.

Responsibilities include answering incoming calls; provision of data entry services, filing system maintenance and a wide variety of admin duties to provide support to management and staff. Must possess strong computer skills including Word, Excel and Outlook, above average communication skills, exceptional organizational abilities with flexibility to handle diverse tasks, self-starter w/outstanding attention to detail and have 2-3 years reception/admin experience.

Fax resume to (905) 477-4473.

Tired of Commuting...Come to the City above Toronto

We are seeking a candidate with a minimum of 3-5 years' Real Estate experience. The candidate should have strong organizational skills, and able to work within a team environment.

Email: jobs@bratty.com
or fax: 905 760 2900

545 Teaching Opportunities

Experienced English & Math Teachers wanted on Saturdays. Fax resume 905-918-9976. Email to: charisagape@yahoo.ca

510 General Help

AVON

Sales Representatives Needed! Unlimited Earnings No Sales Quotas Work from home Flexible Hours No Exp. Needed Free gift with joining Call (905)726-9557

F/T GENERAL LABOURER

required for deliveries, clean up & installations for an event rental company. fax 905-642-2648 or jobs@signaturepartyservices.com

525 Office Help

APPOINTMENT SETTER

Portrait studio, Markville Mall. Will train. Good pay. Call 647-293-3901

ATTENTION STUDENTS

• \$14.85 base-appt
• FT/PT summer work
• Scholarship cond. Apply
• Custom sales/svc
• C.W.R. team
905-731-0393
www.workforstudents.com

525 Office Help

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JUNIOR RECEPTIONIST/ DATA ENTRY SUPPORT

A Markham IT lifecycle company has an immediate opening for an entry level receptionist & data entry support person. You will perform clerical/administrative support duties as well as light reception and customer service. Come join a dynamic, fast paced successful team.

Qualifications

- Superior communication skills verbal/written
- Intermediate MS suite
- Good organizational skills
- Attention to detail
- Experience on Meridian switchboard an asset
- Professional, Independent self-starter

This is an entry level position with great growth potential. A competitive remuneration and benefit package awaits the right candidate.

Send your resume to careers@microalternative.com or fax (905) 946-0148. No agencies please.



VON Toronto York Region Branch is seeking a Executive Assistant - Part Time The Executive Assistant will provide confidential support to the Board of Directors and the Executive Director.

Qualifications:

- Baccalaureate, Community College graduate in Administrative Studies.
- 3-5 years experience as an Executive Assistant or comparable.
- Experience in computer software, i.e. Microsoft Word, Excel, Raiser's Edge etc
- Excellent organizational, interpersonal, verbal and written communication skills.
- Pleasant, courteous telephone manner.
- Demonstrate flexibility in the job situation.
- Supervisory experience an asset.
- Ability to work independently, and as a team, in a fast paced environment.
- Ability to deal effectively with interruptions, meet time deadlines and creatively problem-solve.
- Availability to attend board meetings outside of normal working hours.
- Availability to travel if required

Lorraine Cockburn HR Coordinator
7100 Woodbine Avenue Suite 402
Markham, Ontario L3R 5J2
Fax: 905-479-3014

Email: lorraine.cockburn@von.ca
Only individuals selected for an interview will be contacted.

PART-TIME RECEPTIONISTS

Qualifications Needed:

- handle a multi-line meridian system
 - handle multiple tasks at once
 - available to work nights & weekends
 - have a professional presence as our first line of contact with our clients
 - prefer previous experience in a real estate environment***but willing to train the right person
- If you possess these qualities; e-mail resume to rt-unionville@on.aibn.com. No phone calls.
Only those considered for interview will be contacted.

DATA ENTRY CLERK

Self-motivated person required by a Markham Insurance Brokerage. Must possess excellent communication skills, attention to detail and ability to work in a team environment. Ideal position for candidates returning to the work force.

Fax resume: 905-477-0424

BOOKKEEPER

Immediate - Markham software/printing company - QuickBooks 2007. Strong communications and analytical skills a necessity. All tasks to trail balance. 3 or 4 day a week.

Fax resume to 905 470-8927.

540 Hotel Restaurant

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FULL-TIME COOKS & SERVERS (w/Smart Serve)

required immediately, for all shifts; for bistro style restaurant in an upscale health club in Markham (Woodbine/Steeles). Must be experienced, reliable & mature.

Fax resume to: 905-475-1817

Magna Golf Club

Located in Aurora is Currently seeking candidates for the following positions:

- DINING ROOM SERVER
- COCKTAIL SERVER
- BEVERAGE CART ATTENDANT
- CONCIERGE
- BUSSER

Please fax resume to: 905-726-2873 or Email: pjutras@magnagolf.com

510 General Help

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HELP WANTED

Golf Course maintenance Staff needed for Fall, starting Sept. 4th York Downs Golf & Country Club competitive wages, no experience needed.

Contact: Mike Jackson, Asst. Superintendent Fax: 905-477-0989 or E-mail: mikej.vd@bellnet.ca

Only those chosen for an interview will be contacted.



Join our dynamic Customer Service Team!

SCHOOL BUS DRIVERS

\$250. HIRING BONUS-Train now for a route in September

WE NEED YOU TO DRIVE THESE STUDENTS TO SCHOOL!



Stay at home parent? Stop paying for daycare and bring your preschooler with you. Need extra part time work to supplement your income? Regular Monday to Friday hours provided. Too young to retire? Make this an important part of your day. •Competitive wages •Charter opportunities •Supportive team environment. You must have a "G" license in good standing for 2 years and be fluent in the English language.

Stock Transportation, 24 Cardico Dr. Gormley (just north of Stouffville & Woodbine) or 550 Edward Ave. Richmond Hill (north off Elgin Mills west of Bayview Ave) Tel: 647-444-6327

510 General Help

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JOB FAIR in Markham

Tuesday July 31st - 9-3pm

AppleOne's clients are expanding their workforce and have immediate positions available in the Markham and Richmond Hill area.

10 Order Pickers/General Labour for well know Computer distribution company located in Markham. Very nice work environment. Days and Afternoon shifts.

15 Order Pickers/Packers for Giftware and Home Decor company located in Markham. Excellent work environment, long term positions.

5 Machine Operators required for well know automotive manufacturer looking to expand their workforce. Continental Shifts. Long term position. State of the Art Facility

8 Shipper Receivers/General Labour required for computer and Logistics company that is expanding their workforce due to growth. Straight Dayshift, and afternoon shift easy access by bus or car, fast paced but friendly environment and opportunity for growth offered. Days/Aft

Register with AppleOne at our Job Fair

Tuesday July 31st at The Comfort Inn between the hours of 9-3pm 8330 Woodbine Avenue, Markham (Hwy# 7/Woodbine)

or call us at 905-787-9911 for an immediate interview at our Richmond Hill Office 9555 Yonge Street (Weldrick), Richmond Hill *registration will take approx. 2hrs *Must have 2 work references, and safety shoes

DOING IT RIGHT. BEFORE YOUR EYES.

MR. LUBE.

ENJOY WORKING ON CARS?

Flexible hours... Competitive wages... Computerized systems... Professional Certification

Opportunity to advance into supervisory or management positions.

Apply in person to: 5803 Highway #7 West of Markham Road

Fax resume: 905-839-4367 Email: karim_mrLube@hotmail.com

MASTERMIND TOYS

We are Specialty Toy Stores renowned for extraordinary children's toys, books & customer service!

We seek a Human Resources Assistant, Part-Time • 3-4 days/week • Head Office, Markham Rd & 401 area • 1-2 years experience in Human Resources is required

We offer: • Flexible scheduling • Friendly work environment • A generous employee discount

Please e-mail your resume to: employment@mastermindtoys.com or FAX it to 416-321-8988. See www.mastermindtoys.com for details

MASTERMIND TOYS

We are Specialty Toy Stores renowned for extraordinary children's toys, books & customer service!

We seek a Part time General Accountant • 3 days/week • Head Office, Markham Rd & 401 area • CGA (or 5th/ 6th level CGA student)

We offer: • Flexible scheduling • Friendly work environment • Generous employee discount

Please e-mail your resume to: employment@mastermindtoys.com or FAX it to 416-321-8988.

ROLARK STAINLESS STEEL is looking for **WAREHOUSE WORKERS/ SHEER OPERATOR**

at the Concord locations. Moderate lifting is required. Applicants with crane or lift truck experience would be preferred. Day shift & afternoon shift opportunities. \$12/ hour.

Please fax resume to: (905)669-6914 or email to: info@rolark.com

The Alzheimer Society of York Region EVENT COORDINATOR POSITION

Two days/14 hours per week Salary \$15-17 per hour.

E-mail Resume to shart@alzheimer-york.com Only candidates to be interviewed will be contacted