

525 Office Help **525 Office Help**

Markham Law Office
Bill Collector
 Must be fluent in English (other languages an asset) and have basic computer skills. Position involves mostly phone work and requires strong communication skills. Able to work flexible hours. Preference to candidates with A/R experience, but willing to train.
Reply by fax to: (905)474-3636

FULL-TIME LAW CLERK
MARKHAM
 Andrew Feldstein & Associates
 Experience in family law & knowledge of Divorcement, PC Law and Word an asset. Law Clerk Diploma required.
Please e-mail resume to:
 melanie.rain@andrewfeldstein.com

OFFICE ASSISTANT
 needed for President of very fast paced roofing co. Specific trade experience a bonus, but will train right candidate. Must be fluent in English and extremely computer literate. Salary based on credentials. Office in Stouffville.
Please fax resume: 905-640-7352 Att: Rick

540 Hotel Restaurant **540 Hotel Restaurant**


 We are currently hiring for evening & overnight ft, evening & wknd. p/t and overnight-maintenance positions at our Markham locations.
 (Markville Mall and McCowan & 7)
 As a member of our team, you'll enjoy:
 • Flexible Hours • Competitive Wages
 • Free uniforms • Discounts on food
 Apply online using the following information:
 www.hiringtown.com/apply
 Promo Code: MCD05898c
OR
 For an interview attend our Job Fair:
 November 27th & 28th from
 12 noon to 8 pm
 5225 Hwy 7 (corner of McCowan & 7)


CROSS ROADS RESTAURANT & LOUNGE
 Main St., Stouffville. seeks immediately experienced **LINE COOKS, BARTENDERS & WAIT STAFF** full & part time.
 Apply in person or fax resume to: 905-591-5890 or email: steve_crossroads@yahoo.ca


NOW HIRING DRIVERS for Caterer (Woodbine/ Denison)
 Must speak fluent English. Experience required. F/T & P/T available.
Please call Michael or Lidia 905-943-9346

510 General Help **510 General Help**


CUSTOMER SERVICE REPRESENTATIVE
 One part time customer service position is available immediately.
 The successful applicant will:
 • Possess excellent telephone and customer service skills
 • Be able to work 2 or 3 days per week plus occasional evenings
 • Must have a reliable vehicle
 • Be able to work well with others in a small office
 Interested applicants please call Megan Pike Monday to Friday at (905)294-8244 ext. 245

540 Hotel Restaurant **540 Hotel Restaurant** **540 Hotel Restaurant**

Kyle Palumbo when asked what your weaknesses are, don't respond with a list of girls' names.
We take care of our employees. apply today.
flexible hours • scholarships • discount card
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Now hiring Part-Time for after school and weekends.
Please apply in person to 28 Sandiford Dr. Stouffville or online at workforme.ca

WorksForMe.ca

510 General Help **510 General Help** **510 General Help**


Cole Engineering
 Cole Engineering Group Ltd. (CEG) is a Canadian firm, wholly owned and operated by our principals and senior staff, providing innovative and efficient professional engineering services to Municipalities, Regions and the development industry. For further information on our company, please visit our website at www.coleengineering.ca.
Administrative Assistant
 High School graduate with a minimum of 2 years office experience, effective communication, organization, prioritizing and multitasking skills with excellent working knowledge of Microsoft Office software. Duties include providing administrative support, answer telephone calls and respond to inquiries, format reports and documents, type letters, meeting minutes, voice mail messages and proposals, schedule and book meetings.
 We offer a competitive salary and benefits program and are conveniently located at Hwy 404 and 7 in Markham.
Qualified candidates please email a cover letter and resume to:
 careers@coleengineering.ca.
We are an equal opportunity employer.


lower food prices
NOW HIRING
 We are now hiring enthusiastic permanent part-time staff for our new store at Hwy 48 & 16th Ave. Come join our team.
 • **Front End Cashiers & Clerks** (must be available to work day shifts)
 Experience in grocery or retail is an asset. We will train.
 Apply in person: **No Frills**
9305 Hwy 48 (16th Ave./ Hwy. 48)
 Please bring 2 applicable references.
Thank you for your interest in No Frills.

BEACON COMMUNICATION SERVICES
 We are looking for bright, motivated, outgoing people with the mental flexibility and maturity to prioritize and multi-task. You need a good sense of humour and a great telephone presence. This is not a sales job, but you will be talking to our customers and their customers.
 You should have an intermediate level of computer knowledge and be very comfortable with learning and using new software.
 We need both **OPERATORS** and **MODERATORS** for our continually expanding audio and web conferencing services. You will work out of your home. A high-speed internet connection is required. You can expect 10-20 hours of work per week, depending on assignments. Rate is \$11.60/hour for operators, increasing to \$13.00/hour for moderators.
Check out our website: www.beaconlive.com to learn more about us.
 Please email a copy of your resume to
 Kathy Tae, Director of Conferencing Services, kathy@beaconlive.com
No phone calls please. While all applicants are welcome, time constraints permit response only to those being considered for the positions.

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
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 Reference 2-301

THE GARDENER
 Snowplow drivers & shovellers needed for upcoming winter season. Guaranteed flat rate with bonus. Year round work available.
Shawn (905) 889-9209 (416)678-3554


 Full time (3pm-11pm) Mon - Fri.
 also Part-time, weekends
CASHIER
 Energetic, Enthusiastic Individual
 Woodbine/Stouffville Rd.
 Fax resume: (905)887-5528
 or apply within

\$20 hr/ avg
\$1000 start up bonus
Fun Job! Great Pay!
15 Positions Avail Immed.
Phone: 416-590-3350
workgta@directenergy.com
Students Welcome!

510 General Help **510 General Help**


DELIVERY POSITION AVAILABLE
 A reliable person is required immediately for newspaper delivery door to door throughout Stouffville.
The successful candidate will:
 • Be extremely reliable.
 • Own a reliable vehicle.
 • Insert and deliver newspapers throughout Stouffville.
 Delivery days are Thursday and Saturday. You must be available to work all delivery days.
 Call Carloline 905-640-2612 ext. 26


DELIVERY POSITION AVAILABLE
 A reliable person is required immediately for newspaper delivery door to door throughout Markham.
The successful candidate will:
 • Be extremely reliable.
 • Own a reliable vehicle.
 • Insert and deliver newspapers throughout Markham.
 Delivery days are Thursday and Saturday. You must be available to work both delivery days. Serious calls only please.
 Please call Distribution at: (905) 294-8244

PURCHASING ASSISTANT
 Matrix Technology Limited, a leader in the distribution of electronic materials, is seeking a Purchasing Assistant to join our team. The successful candidate will be working alongside the Purchasing Manager and assisting with administrative duties and purchasing. Responsibilities will include the creation of purchase orders, updating system information, follow up with Suppliers and communication to internal departments, maintenance of purchasing records such as NAFTA, pricing and Supplier evaluations, and resolving issues with Suppliers in a timely manner.
 You will work in a fast-paced environment where multi-tasking and a commitment to accuracy are required. Applicants must have excellent computer skills and be able to interact well with other departments.
 Matrix offers a competitive salary, employee benefits and a unique bonus program. If you are interested in challenging opportunity forward your resume to:
Saeeda Khan, Purchasing Manager
Matrix Technology Limited
Fax: 905-477-3606
E-mail: skhan@matrixtechnology.ca

510 General Help

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

510 General Help **510 General Help**

LOOKING FOR A CAREER? JUST STARTING OUT?
 We are looking to build our Merchandising team! McDonald Sales & Merchandising is looking for positive & outgoing people who are:
 • Able to work flexible hours
 • Able to travel out of town
 • Own a reliable vehicle
 • Dedicated and hard working
We are holding an Open House on Thursday November 29th from 8:00am-1:00pm
For your Thursday interview, Call Monday Nov. 26th between 10:00am-2:00pm 905-855-8550
 Please bring your resume, cover letter & references, as we will be hiring on the spot, pending reference checks!
 3 open positions for the GTA and Markham areas


YOUNG DRIVERS®
CERTIFIED "IN-CLASS" DRIVER TRAINING INSTRUCTORS
 Call (905)895-8244 or email: newmarket@youngdrivers.com

Busy fast paced mechanical office looking for a **RECEPTIONIST/DISPATCHER**.
 Able to work independently, multiple priorities, scheduling and dispatching. Excellent people, telephone and computer skills. Must be detailed orientated. Preferences given to those with work experience.
Fax resume to 416-609-9597

PWD reqs Demonstrators to work in Costco.
 If you enjoy talking to customers we are willing to train. We welcome Seniors, Students, and Homemakers. Positions also available on our Elite Team. Currently hiring permanent part-time and seasonal.
Contact:
Woodbine and Highway 7 - 416-251-1056
Richmond Hill - 905-472-4668
Vaughan - 905-264-2532
Newmarket - 905-836-4323

FULL-TIME PRODUCTION HELP
 needed. Woodbine/ Steeles area.
 \$8.60 per hour to start.
 Must be able to communicate in English.
Call: (905)475-2402 between 8a.m. and noon only.


103 Private Sales
 BUY & Sell commission free- call (647)200-1105 or check out our site at www.PropertyGuys.com

145 Industrial Comm. Special
 404/ Stouffville Rd/ 10 Stalwart. Great location. 3500sq.ft. Suits service, manufacturing, warehousing, storage.
 (905)853-0791

150 Office/Business Space
STOUFFVILLE: Offices, 600/ 650 sq.ft. at 117 Ringwood Dr \$600./ \$500./ month. Plus hydro. Tony (905)479-7872

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JOB at home: \$487.68 weekly. Assemble products, mail or computer work. Free details. www.TopJobReview.com Write CHRJobs:372 Rideau St. #916-A15 Ottawa On: K1N 1G7 1-800-351-5120

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