

# Stouffville Sun-Tribune

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Serving York Region through the Aurora/Newmarket Era-Banner, Richmond Hill/Thornhill Liberal, Vaughan Citizen, Markham Economist, Stouffville Sun/Tribune, Georgina Advocate and Bradford Topic

505 Careers    505 Careers    505 Careers    505 Careers    505 Careers    505 Careers    515 Skilled & Technical Help    515 Skilled & Technical Help    515 Skilled & Technical Help

### Achieve Exceptional Results

The Redcliff Realty Group is a Canadian real estate company providing asset management, property management, and development services to private investors and pension funds. With strong leadership and experienced personnel, Redcliff is focused on creating value and maximizing revenues for its clients and committed to delivering the highest quality service possible at every level of the organization.

We are currently recruiting the following position to join our Regional Office located in **Markham**.

## Property Accountant

Reporting to the Accounting Manager, your responsibilities will include preparing financial statements and variance analysis reports, monitoring A/P and A/R, assisting with budgeting and forecasting, preparing journal entries and accruals as well as analyzing balance accounts. You will be responsible for preparing bank reconciliation, cash flow analysis, recovery schedules, year-end working papers, adjusting entries, and the analysis of capital expenditures. You will also liaise with internal/external contacts and perform other duties as assigned.

Ideally, you have a university degree or college diploma in accounting and are currently working towards a CGA designation. Along with three to five years' direct experience within the real estate industry (preferably in commercial real estate), you have advanced MS Excel skills and working knowledge of MS Word. You have strong oral and written communication skills and previous experience with Yardi/Realtor Enterprise would be considered an asset.

Please apply with your resume and cover letter by one of the following methods:

**e-mail: [employment@redcliffrealty.com](mailto:employment@redcliffrealty.com)**  
(please quote "Property Accountant" in the subject line)  
**fax: (416) 941-7837**

No agencies or phone calls, please.  
For more information about Redcliff please visit our website.  
We thank all who apply and will be contacting only those selected for an interview.

[www.redcliffrealty.com](http://www.redcliffrealty.com)

**ACOSTA CANADA**, a leading full-service sales and marketing agency providing outsourced sales, merchandising, marketing, and promotional services to manufacturers in the consumer packaged goods industry, has the following opportunity...

## General Accountant

• contract

You will perform balance sheet accounts analysis and Accounts Receivable collections. You must have a CGA level three or the equivalent and three years' experience with general accounting, receivables, and account analysis, intermediate Excel skills, and ideally knowledge of Oracle. Your strong verbal communication skills are supported by your willingness to work as a team player.

Please apply, with your resume and salary expectations, to:  
**Acosta Canada, Attn: HR Department**  
250 Rowntree Dairy Road, Woodbridge, ON L4L 9J7  
**e-mail: [tor-reception@acosta.com](mailto:tor-reception@acosta.com) confidential fax: (905) 851-8271**  
*We thank all applicants; however, only candidates chosen for an interview will be contacted.*

**acosta.com**

[www.millergroup.ca](http://www.millergroup.ca)

## Tire Person Pickering

Reporting to the Maintenance Supervisor your responsibilities will include performing specialized tire and wheel servicing on all company vehicles in the Pickering fleet, maintaining adequate tire inventories and removing from service tires requiring salvage. You will be required to inspect tires, rims, and mounting components on a regular basis, maintain records of all maintenance data, and perform road repairs, service calls, and general maintenance.

You have 2-3 years' experience working with tires as well as blocking, lifting devices, jack stands, mounting machines, and wheel balancing. You are mechanically inclined with a working knowledge of torque tools, tire irons, air supply hoses and all other applicable shop equipment. A valid G licence is required (DZ licence is an asset).

Interested applicants are requested to apply to: **David Freemantie, 8050 Woodbine Ave., Markham, Ontario, L3R 2N8 Fax: 905-475-6396 e-mail: [dffreemantie@millergroup.ca](mailto:dffreemantie@millergroup.ca) Ph: 905-475-6397 ext. 240**  
*We thank all applicants; however, only those selected for an interview will be contacted.*

505 Careers    505 Careers

A growing health care company in Markham is seeking to hire a

## ASSISTANT CONTROLLER

Initially you will be responsible for the revenue and collections cycle with the opportunity to assist in other areas of the business as you develop in the role. Your daily duties will include:

- Monitor and perform controls over the revenue and collections cycle;
- Produce and analyze financial and operational reports;
- Monitor revenues and investigate variances; and
- Assist in the analysis and interpretation of financial and operational information.

We are seeking an entry or mid level CGA or CMA and are prepared to offer a competitive compensation package including benefits and bonus incentives.

**Please forward resumes to: [Janice@aimhealthgroup.com](mailto:Janice@aimhealthgroup.com)**

515 Skilled & Technical Help

## CARPENTER

Established General Contractor working in the I.C.I. sector seeks a permanent, full-time carpenter. The successful candidate must have experience in hollow-metal and hardware installations. A min. of 5 years experience is required. Salary and benefit package commensurate with experience.  
**Fax resume: 905-883-5243 or email: [info@11paisley.com](mailto:info@11paisley.com)**

525 Office Help    525 Office Help

## A/P CLERK

Required by a well-established, rapidly expanding co. located in Richmond Hill (#7 & 404 area.) Applicant must be proficient with computers and have a pleasant telephone manner. Some duties will include matching packing slips with Purchase Orders, approving invoices and occasional reception relief. Excellent benefit pkg. available. Salary range of \$28-30K. Please indicate A/P Clerk in the subject line.

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

ENGLISH, FRENCH, ITALIAN AND GERMAN LANGUAGE INSTRUCTORS NEEDED - BERLITZ

Flexible, PT, Markham and surrounding area. Must be native-fluent with post secondary education.  
**Vehicle required. Training provided.**  
Fax resume to: (905) 896-1227, email to: [discoverthedifference@berlitz.ca](mailto:discoverthedifference@berlitz.ca)

## CAD OPERATOR

Retail construction management company in Concord is seeking an experienced Cad Technologist to be strong through production of working drawings and proficient in the AUTOCAD (2007-8) design of complex projects. Candidates with architectural background and building code experience are required.  
**Email resume to: [evgenia@2dezine.com](mailto:evgenia@2dezine.com)**

## Office Administrator/Bookkeeper

For Landscape Material Retailer in Stouffville area.  
Proficiency with QuickBooks **Essential**.  
Please fax resume in confidence stating experience, education & salary expectations to: **705-722-9852 or email to: [sshadlock@rc-ca.ca](mailto:sshadlock@rc-ca.ca)**

509 Drivers    509 Drivers

## FORKLIFT DRIVER LUMBER YARD

Great opportunity with a leading company engaged in distribution of treated lumber and milled accessories in Ontario. Seeking a forklift driver. Competitive compensation & benefits offered.  
Please fax resume in confidence to 905-727-9332

## Welders (Certified) & Fitters

Required by Misc. Metal Fabricator. 5 Years Min. Experience In Stairs & Metal Fabrications. Full Health Benefits and Pension.  
**Apply to MRM Limited, 4556 Steeles Ave. E., Markham, 905.477.4411 Fax 905.477.4910.**

## ADM/SALES ASSISTANTS

Markham based Home Decor & Giftware supplier. Part-time/temporary positions in the office (Warden & 14 Ave) & in GTA shopping malls.  
**Please fax resume to: 905-883-0607 or Email to: [gbn@sympatico.ca](mailto:gbn@sympatico.ca)**

514 Salon & Spa Help    514 Salon & Spa Help

## HAIR STYLIST and JUNIOR

required for Markham area. Excellent wages for reliable stylist.  
**Call Peter (905)471-7650**

## Hairstylists & needed for Melonhead Children's Hair Salon at Markville Mall

Call 905-731-6280 email: [careers@melonhead.ca](mailto:careers@melonhead.ca)

515 Skilled & Technical Help    525 Office Help

## CARPENTERS & PAINTERS needed Full Time

Own vehicle & tools required.  
**Call 416-605-3278 Fax 416-489-0554**

Full time, \$12/hr, **ORDER DESK/CUSTOMER SERVICE**  
Exp. req'd. Strong communication, computer skills, pleasant phone manner. Woodbine/Steelcase area. Mon-Fri. Email: [info@glowlighting.com](mailto:info@glowlighting.com)

532 Retail Sales Help    535 Hospital, Medical, Dental

## SALES PERSON

Full Time Must speak Tamil. For South Asian Clothing Store Coxwell/ Gerrard. **416-465-7131 Call after 1pm.**

## Female Attendant

Professional quadriplegic woman req's self-motivated, dependable, over-night attendant for alternating weekend shifts. Lifts & transfers req'd. (905)472-4220

**SHOPPERS DRUG MART** **new 24hr STORE OPENING!**  
[shoppersdrugmart.ca/careers](http://shoppersdrugmart.ca/careers)

## Join our winning team!

We are opening a NEW 24 hour store in **Markham** located at 6605 HWY 7

# ALL POSITIONS AVAILABLE

As a member of our team, you will enjoy...

- Staff discount • Variety of shifts • Competitive wages
- Opportunity for growth • Great working environment
- Comprehensive benefits for full-time staff

Shoppers Drug Mart®/Pharmaprix® boasts over 1,000 stores from coast to coast and is still growing. With our commitment to customer and community service and our drive to excel, we are one of Canada's most prominent retailers.

Please fax your resume to: **416-490-2896** (quoting store number 613)

**YORK SUPPORT SERVICES NETWORK**

## LOOKING FOR A REWARDING CAREER? JOIN A WINNING TEAM

York Support Services Network (YSSN) is a non-profit agency providing Case Management and Community Crisis Response Service within York Region.

### Developmental Services Support Worker - One Full Time Permanent Position & One .8 Full Time Equivalency Contract (to March, 2009)

- The worker assists and supports the client and their family to navigate the developmental service system and explore all community service options available to help them make informed choices for service.
- Tasks may include coordination of meetings, referrals, information gathering and sharing, advocacy, and ongoing coordination of services on behalf of the client.
- BSW or equivalent in education is required. Experience working with individuals who have a developmental disability is essential. A second language and an understanding of cultural diversity are considered assets.

All Positions require a valid driver's license, insurance, & reliable vehicle. YSSN provides competitive benefits and a progressive work environment.  
**Please submit resume indicating position of interest & source by Friday, April 25, 2008 to: Human Resources Department, 102 Main Street, South, Unit #3, Newmarket, ON, L3Y 3Y7 Fax (905) 898-1171 Email: [jobs@yssn.ca](mailto:jobs@yssn.ca) (WORD 2002 / earlier) [www.YSSN.ca](http://www.YSSN.ca)**