

RELAIS



Canadian Société Cancer ociety

canadienne du cancer

Relay For Life 2008

June 13-14, 2008 Willowgrove, Stouffville

To register as a team captain, participant, cancer survivor or volunteer visit www.cancer.ca/relay

or contact Laura Parsons at

Markham/Whitchurch-Stouffville Unit 227 Main Street N. Markham, ON (905) 294-5925 ext. 223

Register early, space is limited.



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Survivor Sponsor



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Supporting Sponsor

celebrate

remember

fight back

Sun-Tribune

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500 Career Training

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AURORA

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and weekends as required.

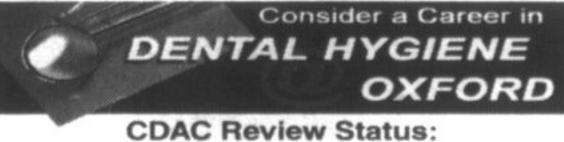
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514 Salon & Spa Help

514 Salon & Spa Help



Approved for Program Survey **OPEN HOUSE** May 21 @ 7 pm **OXFORD NORTH TORONTO**

505 Careers

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www.micropronoustwo.com

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SALES ADMINISTRATOR

We are a Markham IT lifecycle company with an immediate opening for an entry level sales administrator. You will perform clerical, administrative support duties 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
- Sales/Marketing background
- Professional, Independent self starter.

This is an entry level position with great growth potential within our sales division. 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.



Reporting to the IT Supervisor, the successful candidate will be responsible for technical support for Town

Hall and satellite users of IT systems and telecommunications; including troubleshooting, monitoring,

configuring and supporting hardware, software, file maintenance, records management, support calls; setup

of connections, installations, imaging, system amendments; coordinate training programs for end users;

research, report generation and liaison duties. Demonstrated work experience along with relevant formal

academic training is required including LAN/WAN software and hardware installation and maintenance, A+,

Network+ certification and MOS Certification, would be an asset; excellent knowledge of Office 2003,

Windows 2000/XP and experience supporting a multiple platform environment. You have experience with

telecommunications support including standard telecom tools and system configuration, PBX administration,

mobility messaging technologies (RIM-Blackberry) (BES Blackberry Enterprise Server), Avaya system

knowledge would be an asset. Further you have relevant municipal working experience, excellent analytical,

problem solving, and interpersonal skills. Ability to work overtime and/or flexible hours including after hours

Human Resources Advisor (6 month contract)

Due to a temporary absence we are currently seeking to fill a full-time contract position in our Human

Resources department. Working in a fast paced, customer service and team oriented environment you will

assist/oversee the Town's recruitment and selection program; health and safety including accident review

investigation and reporting, WSIB and STD claims; employee absenteeism; as well as the corporate Training

and Development programs. As the successful candidate you will also provide support in the day to day

operational and administrative matters including researching, monitoring and reconciling Human Resource

processes. Your demonstrated experience combined with your educational background and up to date

We invite you to forward your resume specifying the position of interest by, Friday, May 16, 2008 to Human

Resources, Town of Aurora, 1 Municipal Drive, Box No. 1000, Aurora, Ontario, L4G 6J1 or email:

We thank all applicants and advise that only those selected for an interview will be contacted.

knowledge of relevant legislation will ensure your success in this position.

hr@e-aurora.ca. Candidates selected for an interview will be contacted by May 28, 2008.



IT Help Desk/Telecom Support Technician

505 Careers

for the Toronto Raptors Dance Pak

is seeking individuals who are willing to work as part of a team & are dedicated to customer satisfaction. Clientele waiting... Send resume to frontdesk@greatlengths.ca

Salon Stylist and Sr. Stylist Wanted

Award Winning Hair Salon

515 Skilled & Technical Help

525 Office Help

CARPENTERS needed **Full Time**

PAINTERS &

Own vehicle & tools required. Call 416-605-3278

Fax 416-489-0554

525 Office Help

construction company in Markham. Experience with Quickbooks or

SECRETARIAL/

BOOKKEEPING

POSITION

available for small

Simply Accounting recommended. Call David 905-471-5262

525 Office Help

Fast-paced company seeking

BOOKKEEPÉR Must be a quick learner with at least 2

years experience in the field and working knowledge of Accpac and Microsoft Office.

Please fax resume to Lina Wittkopp: 905-479-4071 or e-mail lina.wittkopp@globalcollection.net