Sun-Tribune

Place your Classified ad 24 hours a day, 7 days a week. Log onto www.yorkregion.com and click on your classifieds



Our phone lines are open: Monday-Friday 8:00am-6:00pm 1-800-743-3353

everyone Team

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

505 Careers

505 Careers

505 Careers

509 Drivers

509 Drivers

509 Drivers

515 Skilled &

525 Office Help

At iTRANS

525 Office Help

Recognized as one of the

iTRANS Consulting is one of the leading transportation

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located near area amenities.

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website: www.itransconsulting.com

Please forward your resume and cover

letter, indicating which position, by email

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contract to full time.

LEGAL

ASSISTANT

For civil

litigation lawyer PART TIME

STOUFFVILLE

Fax Resume to

905-642-2366 or

coiri@interlog.

com

Attention Alison

BUDGET

MARKHAM ONT

Excellent driving record a must

Experience not necessary

Good command of English

F/T & P/T DRIVERS

ROADSIDE MOBILITY

SPECIALISTS

Excellent Benefit package available

Call Cathy/ Brian at:

905-294-2422

MARKETING ASSISTANT

Maternity Leave

College degree, preferably in marketing or

related discipline. Proficiency in Microsoft

Office. Working knowledge of basic design

software, Adobe, Photoshop, Illustrator,

Quark, knowledge of basic marketing and

communication functions. This position will

provide administrative assistance to the North

American marketing and sales team. Duties

include sales support, leads, maintenance and

distribution, co-ordination of Canadian Trade

shows schedule, presentation and proposal

assistance/creation, maintain sales and

marketing databases and miscellaneous other

Email resume to

sylvia.pinto@checkpt.com

or fax 905-948-1056

525 Office Help

Class A Mechanic License reg'd.

Good command of English

Excellent people skills

525 Office Help

functions.

TOWING

Our Richmond Hill office, at Hwy 7 and Hwy 404,

We are currently seeking individuals to be part of our

corporate support team as Administrative Assistant(s) -

is accessible by public transit and conveniently

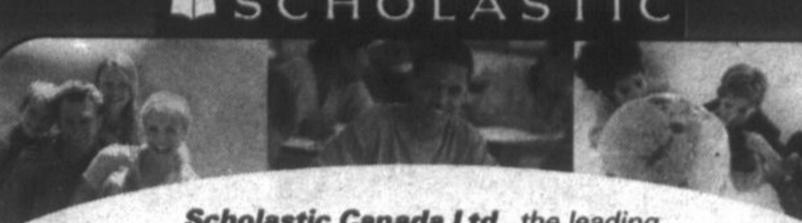
Best Workplaces in Canada,

525 Office Help

BEST workplaces

CANADA, 2008

SCHOLASTIC



Scholastic Canada Ltd., the leading publisher and distributor of children's books, currently requires team players at our incoming Call Centre at Major Mackenzie and Woodbine Ave. as .

Customer Service Representatives

 English and Bilingual (French) Starting August/September 2008

Your focus is to promptly handle client calls to ensure appropriate action is taken to maintain a high degree of customer satisfaction and loyalty. You must have excellent communication skills in English and for bilingual positions, fluency in French and English (preference will be given to bilingual candidates). A demonstrated telephone manner and exceptional organizational and listening skills are required along with, ideally, keyboarding, order entry and customer service skills. The flexibility to change shifts based on customer calling patterns is necessary. The rate of pay is \$12.00 per hour. A rate premium will apply for bilingual positions. A variety of shifts are available including:

 3:30 p.m. to 8:00 p.m. plus Saturday (9:00 a.m. – 1:30 p.m.) Minimum of three evenings per week

 12:00 p.m. to 8:00 p.m. Monday to Friday (four weekdays) plus Saturday (9:00 a.m. - 1:30 p.m.)

Please apply, indicating the shift availability and if you are interested in a bilingual position, by July 18, 2008, to: Human Resources Division, Scholastic Canada Ltd., 175 Hillmount Road, Markham, ON L6C 1Z7 Fax: 905-887-3639 e-mail: resumes@scholastic.ca

We wish to thank all candidates for their applications in advance and advise that only those selected for an interview will be contacted. No telephone calls or agencies, please.

www.scholastic.ca



Make a SPLASH this summer! Join our splashworks team of

Lifeguards

Current CPR Basic Rescuer (C) required. You must be at least 16 years of age.

Please apply online: www.canadaswonderland.com or call 905-832-7401

We are committed to employment equity and welcome all applicants with excellent communication skills to apply. A Cedar Fair Entertainment Company.

www.canadaswonderland.com



Habitat for Humanity York Region is currently looking to fill the position of:

ReStore Manager

Habitat for Humanity ReStores are building supply stores that accept and resell quality new and used building materials.

The successful candidate will manage the daily operations including, administration, financial reporting, product acquisition, marketing, sales and personnel management.

Candidates should have five or more years experience in a management role in a major Canadian retail environment preferably in the home improvement sector with proven experience in the management of staff and volun-

Applications will close on Friday, July 18th at 5:00 pm.

To apply for this position, contact HFHYR at: 905-868-8722 or email us at: info@hfhyr.ca.

We thank all applicants for their interest, however, only those considered for an interview will be contacted.

514 Salon & Spa Help

Upscale Nail Spa 182 Main Street, Unionville requires NAIL **TECHNICIAN** and **ESTHETICIAN** 905-258-0300

Skilled &

P/T Experienced DIESEL **MECHANIC**

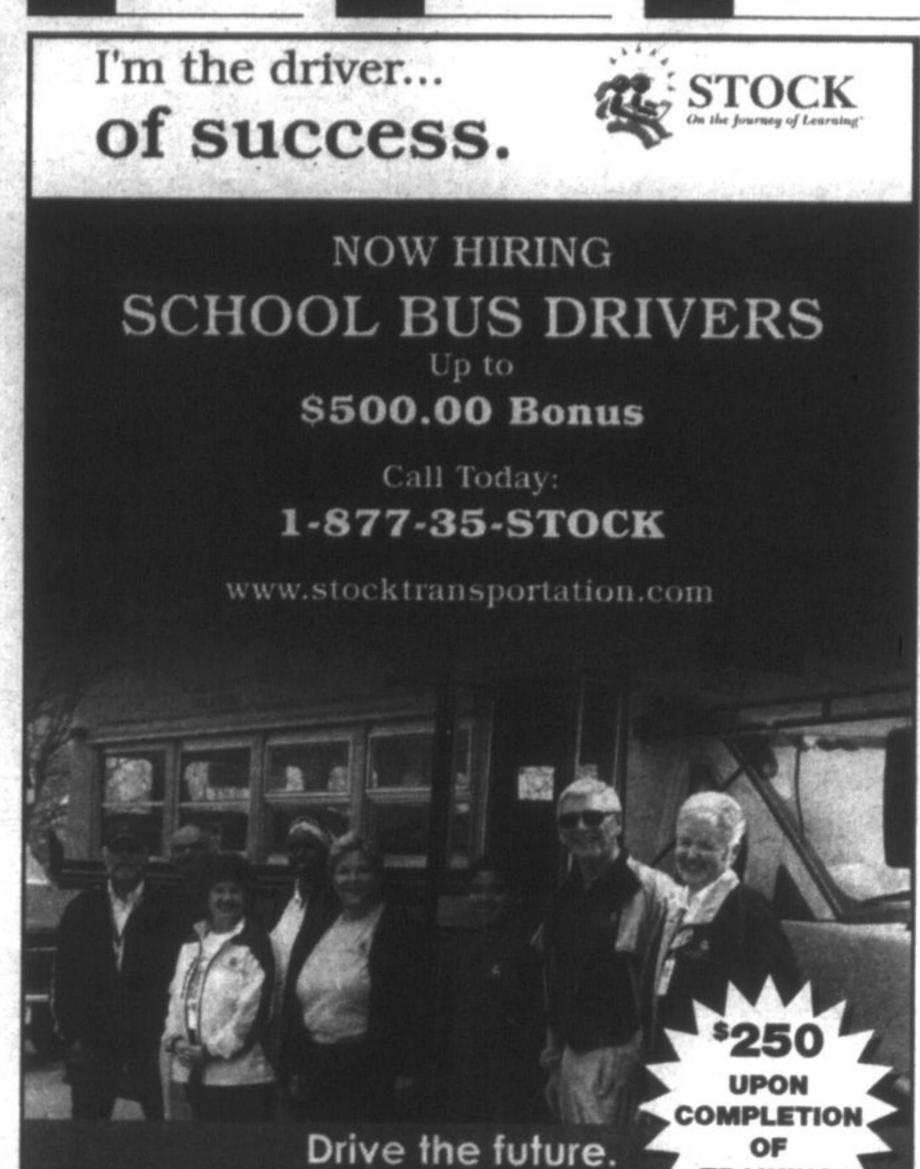
needed Fax resume 905-660-6468

Technical Help

Requires Wood Finisher/ Spray Painter, Cabinet Assembler irpinia & Accessory Line Worker

STUDENTS WELCOME. For hi-end kitchen manufacturer. Yonge/ Major Mac. Excellent wages/ benefits. Email resume

to: apuskas@irpinia.com or fax: 905-780-0554, Attn: Andy



514 Salon & Spa Help

514 Salon & Spa Help

ESTHETICIANS

the SPA at Markville, located in the Markville Shopping Centre, Hwy #7 East & McCowan Road in Markham, Ontario is currently seeking:

FULL OR PART-TIME ESTHETICIANS

We are offering above average wages, plus commissions.

> Please call for an interview at 905-513-0045 and ask for Yvonne

515 Skilled & Technical Help 515 Skilled & Technical Help

THE LIBERAL

GRAPHIC ARTIST

Busy newspaper production centre requires experienced Macintosh Graphic Artist for part-time position. High typing proficiency and experience in ad assembly and design with InDesign, Adobe Illustrator and Photoshop are required.

This position is based in Richmond Hill.

Please send resumes to: pburgess@yrmg.com by July 11, 2008. No phone calls, please.

Sales Coordinator

Position available for Markham Call Center - Responsibilities will include editing & completing proposal packages for new and existing clientele. Must have excellent written communication skills and be proficient in the following computer skills - MS Word, Excel, PowerPoint, Lotus Notes and Photo Shop. Excellent salary and benefits. Please send your resume to cedoo@mjrcollections.com

or by fax to 905-882-1557.

FULL TIME RECEPTIONIST Residential & Commercial Developer, Great West Developments, requires a Receptionist to start immediately. Monday-Friday 9am-5pm. Applicant must have a post secondary school education and a strong command of English, both written & spoken. Proficiency in Microsoft Office is necessary. Must be a self-starter with good attention to detail and able to work within a busy high-paced environment. Head office located at Bathurst and Major Mackenzie, Richmond Hill.

Interested applicants please fax your resume to: 905-770-3437

FULL-TIME MEDICAL SECRETARY POSITION

Location: 9th Line & Hwy. 7, Markham

Required: Experienced, computer / transcription skills.

Fax resumes: 905-471-1903

Data Operators

Require keyboarding & computer skills. 8,000+K/S. Must be able to work at a fast pace. English skills required. Hwy 7 & Warden Ave.

Please fax to: 905-475-2227, or e-mail: cindy@ajddataservices.com

PART-TIME RECEPTIONIST

Permanent evenings & weekends for busy real estate office. Must have real estate/receptionist experience. Please fax resume to: 905-947-8070

NEW HOME RECEPTIONIST

Weekends only, 11am-6pm. Must have knowledge of computer. Must be friendly and responsible. Call

905-640-0002

We are located at Markham and need an enthusiastic cheerful administrative assistant Responsibilities will include filing, data entry, organizing paperwork. answering multi-line phones in a professional manner as well as other general office duties as requested. Interested applicants are requested to email their resume to flee@actechnical.com or phone 905-666-8676 to arrange for a personal interview. Salary \$30,000 - \$40,000

CLASSIFIED HOTLINE 1-800 743-3353

Friendly, outgoing,

RECEPTIONIST

required for busy

law firm. Must have

strong computer &

administrative skills.

Legal experience an

asset. Fax resume

to (905) 773-3435

Fax us your ad (905)853-1765