

# Stouffville Sun-Tribune

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To learn more about these positions, and how to apply by **October 24, 2008**, please visit [www.york.ca](http://www.york.ca)

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

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

**York Region**

### Directors of Nursing

Are you a results-oriented Registered Nurse with a degree in Nursing and current registration with the College of Nurses of Ontario, or an equivalent background? Do you have 3 years of management experience in a unionized environment, including staff supervision, nursing program service delivery and budget/financial management within the long-term care (LTC) sector? If you fit this profile, we want to hear from you. Reporting to the Administrator, you will lead and direct the provision of a designated Long Term Care Nursing Program (Complex Care or Cognitive Care) in the facility. This includes responsibility for budget and program development, expenditure control, nursing care planning activities, and continuous quality improvement and risk management measures. Success in this role will demand knowledge of relevant legislation, best practices in the LTC sector, CQI and risk management principles, as well as budget preparation and control. These positions, located in Maple and Newmarket, require a satisfactory criminal records check and the ability to work outside regular office hours, including on-call. **Job Postings NP8424 and NP8416.**

### Fleet Technician

In this role, you will provide technical support to the Transit Branch, including performing mechanical inspections and assessments of vehicles, and auditing contractors' mechanical work, documentation and legislated certifications. Along with a 2-year post-secondary diploma in a technical discipline or equivalent, you must have at least 5 years of experience repairing and maintaining air-brake-equipped transit buses or highway coaches. Additionally, you hold a valid BZ driver's licence and valid Ontario Class 310T (Truck and Coach) and 301S (Automotive) Technician licences, and have a working knowledge of transit equipment, including electronic fare boxes, destination signs, communications equipment and GPS technology. This position, located at 50 High Tech Road, Richmond Hill, requires access to a reliable vehicle. **Job Posting NP8496.**

## Bayshore Home Health

Bayshore Home Health is a Canadian-owned company that is a leader in home and community health services. We promote a culture based on respect, continuous learning and improvement, and valuing our employees' individuality and contributions. We are seeking an RN for a Manager of Clinical Practice (Nurse Manager) position in York Region.

### Manager of Clinical Practice

The appropriate candidate will have a minimum of 5 years experience in community nursing and a specialty in one or more of the following areas: Certification in Palliative Care/Peripheral Vascular Access/Wound Care/Community Nursing/Mental Health. As the manager you will use your comprehensive clinical skills to be accountable for the delivery of quality care to culturally diverse clients. Your exceptional leadership qualities will enable you to supervise your team of field staff and coordinate colleagues in clinical education activities.

Bilingual skills are an asset. Supervisory experience is preferred.

Please forward your resume quoting, "Resume MCP Y.R." on the subject line or cover letter. E-mail [gta@bayshore.ca](mailto:gta@bayshore.ca) or Fax 1-888-223-8599

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

*Better care for a better life*

CAA South Central Ontario is looking for a dedicated professional to join our team.

## Dispatcher • Thornhill

You will manage all tow/light service requests, prioritize and redirect calls, and promote correct service standards to ensure ETAs, customer satisfaction, and cost effectiveness. You have a solid understanding of Ontario roads, highways, and North American geography coupled with prior experience in a dispatch or call centre and formal dispatch training from an accredited facility. Skilled in communication, decision making, and problem solving, you are independent and willing to work flexible hours including overnights and weekends.

We offer a competitive compensation package. Please apply to:

Human Resources, CAA South Central Ontario  
e-mail: [jobs@caasco.ca](mailto:jobs@caasco.ca)

We thank all applicants; however, only those selected for an interview will be contacted. Please quote the job title and location in your e-mail subject line.

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



**York Region Media Group has an immediate opening for the following full-time position:**

### News Reporter - Stouffville

This position includes: working in our Stouffville office with strict deadlines for daily online stories and newspapers publishing two times/week; covering a news beat with initiative, enthusiasm and persistence; and writing well-crafted, clean and accurate news and feature stories.

The successful candidate will have:

- a minimum of three years of experience as a reporter at a community newspaper;
- a broad range of experience covering news beats, including municipal council, general assignment and features, both in print and online;
- memorized CP style and spelling guide;
- strong news judgment, self-motivation and a passion for digging up the stories that matter.

The position involves some evening and weekend work and a vehicle is required. Experience in photography, video and audio production and editing, as well as familiarity with issues affecting York Region, will be considered assets.

Interested applicants should send their resumes (and writing samples for reporter position) by Oct. 19, 2008 to: Jim Mason, Editor  
[jmason@yrmg.com](mailto:jmason@yrmg.com)

Metroland is an equal opportunity employer. We thank all applicants for their interest, however only individuals selected for an interview will be contacted. No telephone calls, please. All resumes will be kept on file for future consideration.

509 Drivers

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525 Office Help

### FULL TIME BOOKKEEPER REQUIRED

Markham Commercial Real Estate company requires a full time bookkeeper. Monday to Friday, 8:30am to 5:00pm. Candidate must have a minimum of 3 years experience working in an accounting environment which includes bookkeeping up to and including trial balance and preparing monthly income statements and balance sheets. Other functions include monthly bank reconciliations, payroll, GST and all other government filings. Excellent computer knowledge of Simply Accounting, Microsoft Word and Excel. Experience with Lone Wolf an asset.

Please email resume to [info@monopolyrealtyinc.com](mailto:info@monopolyrealtyinc.com)  
No phone calls please.

### ADMINISTRATIVE ASSISTANT

The following are requirements for this full time position:

- Strong command of the English language.
- Must be detail oriented.
- Able to work with minimal supervision.
- Must be able to multi-task.
- Proficient with Microsoft Office
- Previous experience with data entry.

Forward your resume to: [nancy@clintar.com](mailto:nancy@clintar.com) or fax (416)291-6792  
We thank all those who apply but will contact only those selected for an interview.

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