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DATA CAPTURE REPRESENTATIVE

Metroland Media Group Ltd. is looking for high-energy, self directed individuals for the role of Data Capture Specialties Representative. You will be responsible for capturing vehicle photo's and descriptions as well as provide sales solution support services to local independent and franchise retail automotive customers within specific areas in Ontario.

Summary of Essential Job Functions:

- Accurately capture required vehicle descriptions and photos
- Respond in a professional manner to client inquiries
- Monitor dealer inventory levels weekly
- Maintain and complete weekly reporting

The successful candidate will have strong time management skills and the ability to work efficiently with a high degree of accuracy. Automotive or vehicle knowledge is helpful, but not essential.

Skills and Requirements:

- Able to work confidently with Microsoft software packages
- Competent in operating a digital camera and/or PDA type devices
- Able to work under pressure to meet deadlines
- Reliable automobile with proof of insurance and clear driver's abstract
- Comfortable working in all types of weather

To become a member of our team, send your résumé and cover letter, by **March 27, 2009** to:
lnacsu@metroland.com



GLOBAL

CREDIT & COLLECTION INC

Global Credit and Collection Inc., is seeking motivated & capable individuals to help facilitate its impressive and continuing growth.

DEBT COLLECTORS

Generous base salary, with the opportunity to make great commission dollars. Located in the Motorola Building (Hwy#7 and Warden). New, state of the art facility. *Free parking.*

This is a fast paced environment where successful candidates must be able to multi-task & reach targets. Full-time positions only.

Must be able to work one of the following schedules:

Day	Schedule A	Schedule B
Monday	12pm-9pm	8am-12pm
Tuesday	12pm-9pm	8am-12pm
Wednesday	8:30am-5pm	5pm-11pm
Thursday	8:30am-5pm	5pm-11pm
Friday	8:30am-4pm	4pm-10pm
Saturday	3 hours/month	9am-5pm

Required: Strong command of the English Language

We will pay a premium for experienced collectors.
A recession proof career.

To apply, please send a resume to **Dean Iacobucci** at hiring@globalcollection.net or fax 905-413-8761.

To ensure that you get a call back, please provide more than one contact telephone number, and the best time to reach you.

SALES CONSULTANT

Metroland Media Group Ltd. is looking for high-energy Sales Consultants with online sales experience to support and drive sales in our Internet Automotive Division.

As a Sales Consultant, you will be responsible for negotiating and selling online services to retail automotive customers within specific areas of Ontario. You will be comfortable and competent in providing sales presentations and will build strong, long-term relationships with automotive clients.

Summary of essential job functions:

- Actively prospect and develop new business within a specific geographically territory
- Consult with dealerships regarding web solutions to maximize their sales and effectiveness
- Achieve monthly sales targets
- Actively consult with automotive clients regarding online traffic and inventory reports

The successful candidate will be action and achievement oriented with a record of sales success. Experience managing relationships with independent and major automotive dealer groups would be a benefit

To become a member of our team, send your résumé and cover letter, by **March 27, 2009** to:
kfletcher@metroland.com



Plumbers

• **Sub-contract (Potential for long term)**
Hands-on and able to use basic tools, you will change out water meters and perform service work related to the installation program. A licensed Plumber, you are knowledgeable of water meters and pressure regulating valves, and have ICI (industrial/commercial/institutional) experience. A capable communicator, you have a valid driver's licence and a reliable vehicle.

We offer wages based on performance, with no ceiling, flexible hours, and no selling. Training is provided. Please apply, to:

Fax: 1-888-329-7323
e-mail: careerscanada@neptunetg.com
NEPTUNE TECHNOLOGY GROUP
NEPTUNETG.COM



IRPINIA KITCHENS
High-end kitchen manufacturer in Richmond Hill seeks an **EXPERIENCED DETAILER**

with strong communication skills, a dedicated team player and CAD proficiency. Position includes preparing order confirmations, preparing quotes, providing product and technical support to dealers and preparing shop drawings in a quiet, professional environment. Excellent potential to advance into management position. Salary is commensurate with experience.

www.Irpinia.com. Please e-mail resume to:
sales@irpinia.com

525 Office Help

525 Office Help

Legal Corporate Assistant

Full time for very busy Richmond Hill law firm. Word & WP required. PC law and Fastco an asset.

Please reply to
Alexandroff@litowitz.com
or fax 905-731-6986.

530 Sales Help & Agents

530 Sales Help & Agents

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herbalmagicjobs@yahoo.com

yrmg **MARKHAM ECONOMIST & SUN**

District Representative Full Time - Markham

Job Summary: Reporting to the District Rep Supervisor, you are responsible for maintaining a youth carrier force, while implementing outstanding customer service in the area of responsibility.

Competencies/Skills and Experience

- Excellent communication skills.
- Customer service experience preferred.
- Must enjoy working with youth.
- Strong interpersonal skills.
- Ability to meet deadlines and work well both independently and as a team member.
- Strong organizational skills.

Qualifications must include:

- Must have a reliable vehicle.
- Previous experience with children would be an asset.
- Working knowledge of computers
- Ability to self motivate.
- Ability to multi task.
- Must be available to work some evenings & weekends
- Candidates must be able to provide an up-to-date police check.

Interested candidates are asked to e-mail resume and cover letter to cnorman@yrmg.com no later than March 26, 2008.

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.

STOUFFVILLE YMCA EMPLOYMENT RESOURCE CENTRE

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- * CAREER CRUISING
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- * COMPUTERS, TELEPHONE, FAX, SCANNER & PHOTOCOPIER
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- * REFERRALS AND NETWORKING OPPORTUNITIES
- * RESUMES AND COVER LETTERS

Contact us at 905-640-2856 for more details or drop by the centre.
Open Mon. to Fri. 8:30 am to 4:30pm---Tues. nights until 8:00pm

YMCA Stouffville Employment Resource Centre
28 Sandford Drive 905-640-2856

EMPLOYMENT ONTARIO
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535 Hospital, Medical, Dental

535 Hospital, Medical, Dental

510 General Help

DENTAL RECEPTIONIST
required in Markham. Full time position, must have experience, some evenings required.
Please email resume to dds00@live.com

Markham Dental practice is looking for experienced **Part Time Dental Hygienist & Front Desk Reception**
Please fax resume to: 905-471-1703

LANDSCAPE MAINTENANCE LAWN CUTTERS
required full time.
Please call (647)393-4884 or fax (905)640-4954