



**ASSOCIATE SOLICITOR**

As a key member of the Legal Services Department, reporting to the Director of Legal Services/Town Solicitor, you will be responsible for a full range of legal matters affecting the municipality including providing legal opinions; review and preparation of by-laws, reports, agreements, etc; representation before courts and administrative tribunals; negotiating with external agencies and partners at the municipal, provincial and federal levels; review and analysis of new and proposed legislation, regulations, etc. from all levels of government, and assistance and direction with planning, land development, real estate and litigation matters.

You have demonstrated legal experience ideally in a municipal environment, and are a lawyer licensee in good standing with the Law Society of Upper Canada. You have knowledge of and familiarity with municipal, public procurement, real estate and planning law. In addition you possess excellent interpersonal, organizational, analytical and time management skills as well as the ability to prioritize and work under pressure to meet deadlines. Currently the salary for this position is under review.

**MANAGER OF CORPORATE COMMUNICATIONS**

Reporting to the Chief Administrative Officer, you will be responsible for providing direction, management and administration of the Corporate Communications division including: developing corporate strategy for the corporation to address the communication requirements of Council, Directors, committees, residents and stakeholders of the Town of Aurora; developing communication strategies that help promote and protect the image of the Town, acting as the lead in government relations; providing advice and making formal recommendations to the Mayor and Members of Council, CAO and the Directors on media relations and formulating proactive communication strategies; managing the Town's website and intranet, internal and external communications, media relations, corporate identity, corporate image, issues management, advertising and marketing; managing the Corporate Communications division including recruitment, supervision and performance reviews of staff and preparing annual budgets and business plans.

You have a University degree in Public Relations/Communications/Journalism or Marketing and have significant demonstrated experience in public relations and the development of communication strategies; including writing, editing, design, layout and production of print and electronic communications, website and intranet management and graphic design. In addition you possess knowledge of municipal organization, issues and political environment as well as excellent interpersonal, organizational and time management skills and the ability to prioritize and work under pressure to meet deadlines.

The Town of Aurora offers a comprehensive benefits package, a "lieu time" policy, training and development opportunities and a formal system of performance management, which rewards contributions with progression in the salary range. We invite you to forward your resume specifying the position of interest, to Human Resources, Town of Aurora, 1 Municipal Drive, Box No. 1000, Aurora, Ontario, L4G 6J1 or email to: [hr@e-aurora.ca](mailto:hr@e-aurora.ca) by Friday, January 8, 2010.

We thank all applicants and advise that only those selected for an interview will be notified by January 29, 2010.



D. L. Deeks Insurance Services Inc. since 1981  
Markham, Ontario

Progressive, creative, fast growing Insurance Broker is actively recruiting additional talent in Markham.

- a) **Personal Lines Customer Service Representative**  
Ribo Licensed, minimum 3 years  
Knowledge of compu-quote, strong customer service and sales skills
- b) **Personal Lines Account Sales Executive**  
Ribo Licensed, minimum 5 years
- c) **Commercial Lines Sales**  
Ribo Licensed, minimum 5 years experience  
Strong communication, sales and technical skills
- d) **Commercial Lines Customer Service Representative**  
Ribo Licensed, 3 years, with rating, communication and customer service skills
- e) **Life and Living Benefits: Recruiting Entrepreneurial Life and Living Benefits Brokers**  
Experience an asset, must have prior Sales experience. Training to be provided for qualified candidate
- f) **Accountant**  
Familiar with QuickBooks responsible for A/R and Collections, Invoicing, Payroll, preparation of weekly and monthly reports. Minimum of 3-5 years account experience. Required for 3 days per week.

All positions require English and preferably another language Preference will be given to candidates with CIP, FCIP, LLQP

Only qualified candidates will be contacted

We offer a full range of Benefits, salaried and commission positions.

E-mail your resume to:

[slapalme@deeksinsurance.ca](mailto:slapalme@deeksinsurance.ca) or fax 905-479-7321

**Full/Part Time Reception/Admin.** req'd immed. for established Physio/Chiro/Massage Clinic, east Markham. Fast-paced, friendly office. Experience with MVA/EHC/WSIB/Collections req'd. Fax: 905-472-2811 or email: [info@physicaltherapyone.com](mailto:info@physicaltherapyone.com)

**SERVICEPERSON (Fulltime) (\$24.05 per hour) LABOURER/SEASON (November 2009 to April 2010) (\$21.36 per hour)**

Reporting to the Public Works Supervisor candidates must possess maintenance construction and/or repair work experience related to roads and facility areas. In addition, responsibilities include cold mix repairs, sidewalk maintenance and ploughing. Ability to operate a one-person combination sander/plow, pick-up/flatbed trucks and other associated maintenance equipment is essential. Successful candidates must be willing to work a flexible work week that may include shifts inclusive of days, afternoons, evenings and/or weekends and be available to work overtime and standby and provide backup support to other Public Works functions. In addition the successful candidates must possess a Class "D" Driver's licence, with "Z" air brake endorsement, in good standing; knowledge of snow removal and sanding techniques using snow plough with wing and front-end loader; good organizational, record-keeping, interpersonal and problem-solving skills. We are currently recruiting for a full time Serviceperson and Labourer/Seasonals to assist with the Town's Fall/Winter operations.

We invite you to forward your resume, specifying the position of interest, to Human Resources, Town of Aurora, 1 Municipal Drive, Box 1000, Aurora, Ontario, L4G 6J1 or email [hr@e-aurora.ca](mailto:hr@e-aurora.ca) by December 8, 2009.

We thank all applicants and advise that only those selected for an interview will be notified by December 20th, 2009.



The York Region Media Group has an immediate opening for a **PHP Web Programmer/Developer**

This is a junior contract position with the opportunity to grow. The responsibilities will be to support web maintenance and web issues, build dynamic, multi-page websites, implement and maintain e-commerce applications, monitor web performance, generate statistical reporting and analysis, maintain content libraries, and implement current and future technologies.

**Qualifications and Experience Required:**

- Developing e-commerce sites with knowledge of HTML, CSS, JavaScript and PHP a must.
- MySQL and Access databases for dynamic websites; Publishing files to the web site with FTP and UNIX protocol
- Content management systems background
- A strong background with MAC and PC and familiar with content generation tools, server management,
- Design with multi-media tools: Adobe PhotoShop, Illustrator, Flash, Dream Weaver, Fireworks, GoLive and InDesign
- Windows/IS and Linux/Apache web platform
- Ability to read and modify code written by others, and to document new code
- Monitor web performance and generate statistical reporting and analysis
- Diploma in Website Technology or Computer Science
- Good verbal and written communication skills in English is a must.
- Web 2.0 understanding to create websites that meet W3W standards

Candidates are asked to submit a resume by December 11, 2009 to [dandrews@yrmg.com](mailto:dandrews@yrmg.com) with 4 - 5 URLs to current work.

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

**SCHOOL Bus Drivers** Needed. Part-Time positions. Free training. Call today 1-877-914-KIDS or e-mail [canadajobs@firstgroup.com](mailto:canadajobs@firstgroup.com)

**515 Skilled & Technical Help**

**AUTO** repair and tire shop is seeking a licensed automotive technician with front end and alignment experience in Richmond Hill call 905-475-1430.

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**510 General Help 168 Business Services**

2 PSWS required 5 to midnight & midnight to 8 weekly for 2 seniors in Stouffville. Must be fluent in English & certified. 905-862-3655 or always.caring@powergate.ca

**SAVE** up to \$400 on your car insurance. Clean driving record? Call Grey Power today at 1-877-603-5050 for a no-obligation quote. Open weekends.

**WOULD** you like to devote all your time to your business with no distraction? Let us take care of your office cleaning and you will have one less thing to worry about. Simply call (905)237-2027 we'll make your life easier!

**100 Houses For Sale**

**TOTALLY** renovated 3+ 2 bedroom for sale. Open House. Saturday & Sunday 1-4pm. 16 Sir Gawaime Place, Markham. 416-898-1919, 905-782-4930

**162 Insurance**

**CLEAN** Driving Record? Grey Power could save you up to \$400 on your car insurance. Call 1-866-473-9817 for no-obligation quote. Open week-ends.

**165 Mortgage, Loans**

**\$\$\$MONEY\$\$\$** Consolidate Debts Mortgages to 95% No income, Bad credit OK! Better Option Mortgage #10969 1-800-282-1169 [www.mortgageontario.com](http://www.mortgageontario.com)

**LOAN** problem? Get up to 5M business/ \$300K personal. Bad credit OK. Apply [www.privatrust.com](http://www.privatrust.com) 1-877-554-1076

**A must see!** Lovely 2 bedroom apt. available in Ballantrae. Please call for info 905-640-7958.

**BALLANTRAE** area-1 bedroom apartment in farm house. Suits adults. \$900. Available immediately. (905)640-2027

**CENTRAL** Stouffville-Bright, clean upper 2 bedroom apts. Appliances. Separate entrance. Immediate. \$800. net. (905)640-3333

**HWY#7/ #48-** 1 bedroom. Walk to Village, GO. \$975 inclusive. Parking, non-smoker/ pets. (416)836-9924

**HWY. 7/ Markham Rd.** Bright, clean 2 bedroom, new windows, hardwood floors, skylight, backyard. Immediate. \$980+ (416)705-7065

**MAIN** Street, Markham. Large 2 bedroom, hardwood, parking \$1195 inclusive. Non-smoking/ pets. Immediate. 416-305-6938

**MARKHAM** (Denison/Kennedy)- 1 bedroom basement, separate entrance, parking. \$700 inclusive. Immediate. No pets. (905)479-3428

**MARKHAM-** Apartment building. Bachelor, balcony, elevator, laundry room. Parking included. Jan 1st. No dogs. \$816.78. 905-472-4124

**MARKHAM/ Highglen** Bright 2 bdrm basement. Cable, laundry. Separate entrance. Non-smoking/ pets. Immediately. (905)472-4761. (416)414-3222

**MARKHAM/ Highglen** Bright 1 bedroom basement. Separate entrance. Parking. Immediate. Non-smoking/ pets. \$700. 905-294-7674

**MARKHAM/ Hwy 7-** Extra large sunny, 1 bedroom basement, separate entrance, parking, laundry available. Non-smoking/ pets. \$995 inclusive. Call 416-318-8587

**MCCOWAN/ Denison -** 2 bedroom basement. Separate entrance. No pets/ smoking. \$850 inclusive. Immediate. (905)474-1965

**MCCOWAN/ 14th.** Very clean 1 bedroom basement. Laundry, parking, separate entrance. \$550 inclusive. 416-816-3740

**MCCOWAN/ Denison-** 2 bedroom basement, separate entrance, non-smoking/ pets. \$800. Immediately. (416)670-9785

**MCCOWAN/ Hwy7-Brand** new 2 bedroom/ bathroom basement. Separate entrance, large kitchen. \$900 inclusive. Immediate. 647-833-5541

**MCCOWAN/ Major Mac-** 1 bedroom basement, bright, suits one professional. Separate entrance, 1 parking, fireplace, cable, laundry. Non-smoking/ pets. \$850. (905)201-4954

**MCCOWAN/ Steeles-** 2 bedroom basement apt., separate entrance. \$800. Immediate. 905-201-1692

**MUSSELMAN'S** Lake-Rare opportunity! Large bright 1 bedroom above Sunny's. \$800 +hydro. First/ last. (416)346-4381

**OLD** Unionville- Very bright, small main floor bachelor. 1 minute to Main. \$650 + (416)677-5652 message.

**STOUFFVILLE-** Apartment in clean, quiet building. No pets/ smoking. Leave detailed message at: (905)640-4727

**STOUFFVILLE**, 5\*, steps from Main St., large, bright, clean, spacious, renovated 2 bdrm bsmt. in well maintained home, all appliances, laundry, a/c, 2-parking, separate entrance, private backyard. Quiet professional couple, \$1000. inclusive, Non-smoking/ pet. Available Dec 1st (416)419-5022

**STOUFFVILLE-** 1 bedroom on ground floor of apartment building. No dogs. January 1. (905)640-1170

**STOUFFVILLE-** 2 bedroom, private entrance & parking. Available immediately. \$750+. Contact George, 905-683-6719, 647-225-9985

**STOUFFVILLE-** East end. Bright 1 bedroom, big windows. \$800+ hydro. First/ last. Jan. 1st. 416-346-4381

**STOUFFVILLE-** Main St., 2bdrm, very nice, wood-floors, no pets. First/last. 2 parking. \$930 inclusive. (905)773-3131 after 5pm.

**STOUFFVILLE-** Senior apartment building, bachelor apartment available, in building w/elevator. Stove, fridge. (416)492-1510.

**UNIONVILLE-** 1 bedroom w/fireplace. Ground level/ bay-windows/ French garden doors- laundry/ parking, non-smoking/ pets. \$900. 416-508-1555

**UXBRIDGE** brand new building, 2 bedroom, hardwood floor, ceramic tiles, brand new appliances. 416-436-8591

**180 Condominiums For Rent**

**DOWNTOWN** Markham new one bedroom. 5 appliances, locker, underground parking. December 1. \$1100 +hydro. 416-826-8135

**NEW** one bedroom+ den, luxury condo at Downtown Markham. 5 appliances, underground parking, locker. \$1,450. Tom: 416-728-1857

**185 Houses For Rent**

**OLD** Unionville Century- 2 storey, 2 bedroom, 11/2 baths. Non-smoking/ pets. \$1200+ negotiable. 416-677-5652.

**UXBRIDGE** -6300 Concession 4. 3 bedroom farmhouse, \$1400 and 2 bedroom farmhouse \$1200. Dan Farquharson, Broker of Record. Farquharson Realty Ltd., Brokerage. 905-640-4151.

**WEST** Uxbridge -420 O'Beim. Luxurious 6 bedroom bungalow. Tennis court, electric gates. \$2900. Dan Farquharson, Broker of Record. Farquharson Realty Ltd., Brokerage. 905-640-4151.

**192 Rooms For Rent & Wanted**

**HWY#7/ McCowan-** Large room, walk-in closet, separate bathroom. TTC, laundry. Cable, a/c. \$540. inclusive 647-435-4359

**MARKHAM** East- Large furnished room. Parking. Professional non-smoker. \$500. Immediately. 416-937-9397 Short/ long-term.

**MCCOWAN/ 16th-** Basement. Own bathroom. Separate entrance. Parking. Shared laundry/ kitchen. \$500. Short-term welcome (905)472-8951.