

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

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505 Careers

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525 Office Help

525 Office Help

OUTSIDE ADVERTISING SALES

Gold Book is the print and online directory division of Metroland Media Group Ltd., a wholly owned subsidiary of Torstar Corporation. We service local markets, providing small businesses with affordable multimedia advertising bundles and providing consumers with complete listings of businesses and services relevant to their communities.

We are seeking full-time **OUTSIDE ADVERTISING SALES REPRESENTATIVES** to service our various regions.

In this role, you will be customer-focused and will build strong relationships with new clients. You will provide potential customers with creative, effective advertising/marketing solutions and will play a key role in the overall success of our organization.

- Are you a hard working and independent, self-starter?
- Do you enjoy dealing with small businesses and meeting new people every day?
- Are you a hunter, with the confidence and drive to excel at generating and closing new business?
- Do you have excellent communication, presentation and telephone skills?
- Are you a type-A personality who is goal-oriented and capable of meeting aggressive weekly targets?
- Do you have a "whatever it takes" attitude when it comes to achieving your financial goals?
- Are you extremely ambitious with an outstanding work ethic and unprecedented drive for immediate results?
- Do you have a reliable vehicle?

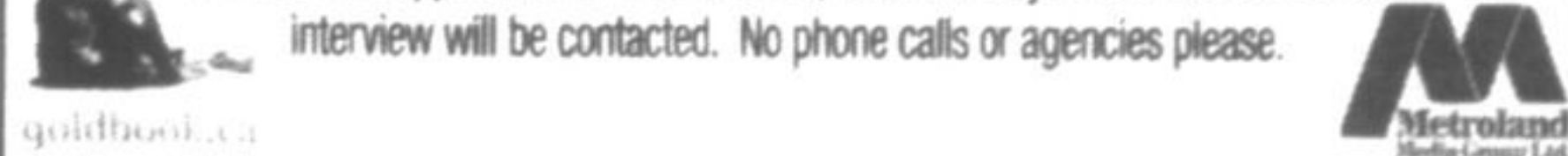
If you answered "Yes" to all of the above and would like to pursue a rewarding career with a leader in the media industry, this opportunity may be the right one for you.

We offer all of the following to attract the best talent:

- Competitive Total Compensation package (Unlimited income potential)
- A comprehensive benefits package (including group RRSP plan eligibility)
- Complete training program provided
- 3 weeks vacation to start
- Ongoing sales incentives and contests

To become a member of our growing team, send your résumé and cover letter to digitalcareers@metroland.com on or before Monday May 10th, 2010.

We thank all applicants for their interest; however only those selected for an interview will be contacted. No phone calls or agencies please.



Bookkeeper Wanted

We are looking for an experienced bookkeeper for a family operated wholesale bakery business. This position requires a self motivated and energetic individual who is detail oriented and can meet the demands of a fast-paced environment. The position also requires an individual who has excellent verbal and written communication skills. The successful candidate will have an aptitude for figures and enjoy working in an accounting environment.

Duties shall include:

- Accounts Payable
- Order Entry
- Accounts Receivable
- General Ledger
- Monthly Bank Reconciliations
- Payroll

Candidate Qualifications:

- Minimum 5 years experience in bookkeeping
 - Self Motivated and proactive, a good team player who is detail oriented and able to work independently
 - Understand intercompany journal entries
 - Proven problem solving and organizational skills
 - Strong written and verbal communication skills
 - Strong working knowledge of Business Vision and QuickBooks, Access
- Please send your resume to paul@highoak.ca

515 Skilled & Technical Help

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- Acrylic Fabricators/ Skilled Gluers
- Assembly Team Leaders/ Lead Hands
- CNC Machining Lead Hand
- Table Saw / Table Router Operators
- CNC Panel Saw Operator/ Programmer
- Spray Painter / Screen Printers
- CNC Programmer/ Coordinator
- Industrial Electrician/ Mechanic
- Production Clerks
- Project Managers/ PM Assistant

These are the positions we are currently seeking to fill. Previous P-O-P display experience is a definite asset.

We are... **Array**...the premier provider of in-store merchandising for the world's leading retailers and brand manufacturers. Our clients include some of the world's best-known and most successful fortune 500 companies.

www.arraymarketing.com

Cover Letter & Resume can be sent to:

email: hrtto@arraymarketing.com

fax: 416-292-9759 or mailed to:

Array Canada Inc.

Attn: Human Resources Manager

45 Progress Avenue

Toronto, ON M1P 2Y6

array

Newmarket manufacturer of small precision stampings has the following day shift openings:

Die Designer - must have certified tool makers license.

Design progressive stamping dies using AutoCAD and/or Keycreator.

Project management coupled with previous toolmaking experience essential.

QA Inspector - use of CMM, able to read drawings and use all shop instruments. Strong computer skills.

Pay dependant on experience. No healthcare benefits.

Apply via email at hr@pinnacletoolworks.com

ANDERSON HAULAGE LIMITED

NOW HIRING

CLASS A MECHANICS and CLASS A TRUCK DRIVERS (float and flat bed)

Resumes by fax to Dave Hurley
905-927-2701 or by email at employment@andersonhaulage.com

DON ANDERSON HAULAGE LTD.
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GORMLEY, ONTARIO
L0H 1G0

515 Skilled & Technical Help

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515 Skilled & Technical Help

LICENSED MECHANIC wanted. Join our Team! Email resume to: markville@mastermechanic.ca

CARPENTER'S HELPER wanted for framing houses. Experience with power tools and nail guns required. Please call 416-917-7993

EXPERIENCED WORKER needed for custom cabinetry/woodworking shop. Please call Rob (905)554-4690

525 Office Help

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COMPUTER OPERATOR

Giftware and Home Décor distributor located in Markham requires computer operator.

Responsibilities will include order entry and invoicing, customer and data base maintenance, account set up, monitoring pick and pack orders, processing receivings and customs documentation. Along with good keyboarding skills, the individual must possess a solid command of English, both written and verbally, be detailed oriented and be able to work independently in a fast paced environment.

Please fax your resume to 905-474-0960 attention Human Resources

Dental supplies Co. in Markham seeking a **Customer Service Representative**

The ideal candidate must have 2-3 years of related experience. This is an immediate full-time position.

Fax resume to: 905-474-2251 Attn: H.R.

ACCOUNTING HELP

Full time salary \$27K. Requires excellent English skills.

For details see: www.ocr.ca/job.htm

Real Estate Assistant for Markham office.

R.E. office experience a must. Days. Send your resume to: jrobert6161@aol.com

525 Office Help

Richmond Hill License Office requires **F/T CSR**

must have previous license office experience. Call Suzanna (905)780-6969

530 Sales Help & Agents

530 Sales Help & Agents

FREE SEMINAR

Recent promotions & increased sales volumes have occurred due to changes under the new GM. This means, we need additional Sales Professionals! We are prepared to hire and train you through a professional seminar held by one of North America's foremost Instructors of Automotive Sales. Don't miss this opportunity! The potential to earn up to \$100,000+ per annum for those who are self-motivated and driven to succeed is here!

April 25th, 2010 - Almost Fully Booked!

SALES CAREER OPPORTUNITY

Come and learn about the automotive industry before making a career decision. If you love dealing with people and you're a self-motivated individual, this may be for you! A car allowance, benefit package, and excellent commission plan are available for the right candidates. Male and female applicants are encouraged. If you think a career in the automotive industry might be for you, please call:

George Redak
General Sales Manager
gredek@eastsidegm.ca
905-476-7373, ext. 201

Judy Trunks
CRM Manager
905-476-7373

540 Hotel Restaurant

540 Hotel Restaurant

Boston Pizza
You're among friends

Boston Pizza Markham seeks an energetic, self-motivated individual to join our team. The Community Relations Coordinator will be responsible for developing positive, on-going relationships with community organizations on behalf of Boston Pizza.

Skills Required

- Post secondary education in public relations, sales or marketing
- Minimum 1 year experience in a full service restaurant/bar
- Event planning experience an asset
- Must have own vehicle
- Must live in Markham area
- Strong communication and negotiation skills
- Strong organization and computer skills
- Energetic, self starter and team player

Job Fair May 4th

To schedule an interview time please forward resume and cover letter to Melissa Onn at onnm@bostonpizza.com

510 General Help

510 General Help

Mario's no frills
Now Hiring!!

- FULL TIME GROCERY CLERK
- FULL TIME PRODUCE CLERK

Apply in person at: 9255 Woodbine Ave. at 16th Ave., Markham or fax resume: 905-887-2189

500 Career Training

Great jobs, Great employers, Great possibilities

The Bilingual Job Fair in MARKHAM

Thursday, April 29, 2010

From 2pm to 8pm

At the Holiday Inn - Ellesmere Room
7095 Woodbine Avenue, Markham (Steeles and Woodbine)

Aon Reed, Carquest Canada, Canada Revenue Agency, CSIS, TD Canada trust, Keith Bagg, Praxair, Rescue 7, Crelogix, ... and more

Over 1000 positions: Administration, Accounting, Finances, CSR, IT, Sales, Call Centre, Communication, Technical, Engineering, Government, Collection ... and more

For more info or directions, call 1-866-784-3020 or visit www.bilinguallink.com

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