Office requires

SUPPORT

PERSON

Data entry

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525 Office Help

525 Office Help

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Must be professional, possess excellent communication skills, proficient in Microsoft Office and able to multi task. Previous reception experience required. References required.

Knowledge of SABS, HCAI or insurance experience a definite asset.

Interested applicants please fax resume to 416-497-8120 or email kleblanc@mercermyers.ca

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Part Time Receptionist

required Stouffville Veterinary Clinic. Applicants should have excellent people skills, be knowledgeable with Windows & available evenings & Saturdays. Please drop off resumes to the clin-

ic at 5847 Main. St. Stouffville or fax to: 905-640-6102 after 8pm.

Data Entry Clerk

Suits stay at home mom. Position offers flexible hours/days to the right individual. Accuracy and attention to detail is a must.

Email resumes to jcleaver@market-focus.com

PART TIME Customer Service Rep in MARKHAM

FLUENT in English & FRENCH Excellent communication & phone skills required. Approx. 20 hrs per week. \$12/hr.

Please email resume to v.crawford@sympatico.ca

MATURE P/T Real Estate RECEPTIONIST Appraisal

> required for veterinary clinic in Unionville. Fax or email resume to Bridle Trail Veterinary Clinic Fax (905)477-5454, bridletrailvet@ belinet.ca

529 Inside Sales 529 Inside Sales

Inside Sales Associate

needed for very busy electrical firm to provide support to lead sales and technicians. service Candidate must have excellent knowledge in the electrical field along with organizational and communication skills. If you enjoy working in a fast paced environment and are able to multi task, please forward your resume to idexavier@kildonanenergy.com.

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535 Hospital, Medical, Dental

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535 Hospital, Medical, Dental

540 Hotel Restaurant

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cindy.paulus

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or fax

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545 Teaching Opportunities

DENTAL

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(416)297-5826

545 Teaching **Opportunities**

> Experienced RECE, ASSISTANTS, & SUPPLY needed for daycare. Bilingual in French an asset.

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510 General Help

510 General Help

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> DISHWASHERS Start Immediately

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- Outdoor work

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530 Sales Help & Agents

IQ Sales Executive Need

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ing customers and contact-

ing perspective customers

for new business. Also,

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orders. Submit resume:

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Attn: Rachel at:

625-5245

510 General Help

MARKHAM LANDSCAPE Company seeking F/T LABOURER

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