

BE PART OF A SMALL TEAM MAKING A BIG DIFFERENCE.

Branch Office Administrator

- Oversee a variety of tasks that help keep you energized and constantly learning
- Build long-term, personal relationships with clients
- Enjoy comprehensive training and support dedicated to helping you grow personally and professionally
- Receive recognition for your achievements, including the opportunity to earn ownership in the firm
- Participate in profit sharing



To learn more about joining one of the fastest-growing financial services firms, go to careers.edwardjones.com. To submit your resume, go to **APPLY NOW**.

You may also send your resume to:

Edward Jones

Job Code: 328977

E-mail: ejones@beksdata.com

Fax: 866-860-4098

Edward Jones is an equal opportunity employer.

Member - Canadian Investor Protection Fund



KENWORTH TRUCK CENTRES

KTC has an immediate opening for the following position

Credit and Collections Manager • Concord

The primary function is to provide credit and collection services in support of the Company's truck, parts and service merchandising activities. Minimum 5 years' credit and collections management experience is required. Dealership experience is a strong asset.

Please submit your application to:
E-mail: humanresources@kwtoronto.com
or Fax: 905-695-0756

SITE SUPERINTENDENT

Established General Contractor working in the I.C.I. sector seeks a permanent, full-time site superintendent for projects valued up to \$5M. The successful candidate will be detail oriented with excellent written & communication skills. A min. of 5 yrs. exp. as a construction site superintendent is essential. Salary and benefit package commensurate with experience.

Fax resume: 905-883-5243 or email: info@11paisley.com

515 Skilled & Technical Help

515 Skilled & Technical Help

PRODUCTION LINE OPERATOR

Nitta Casings (Canada) Inc., a leading producer of edible collagen casings located in Markham, Ontario has immediate opportunities for production line operators on the night shift (7 p.m.-7 a.m.). High school diploma or equivalence required. Nitta Casings (Canada) Inc. offers competitive salary and benefits package.

Applications can be completed from 1:00 p.m. to 5:00 p.m. on Monday, 3/28/11, and 8:30 a.m. to 11:30 a.m. on Tuesday, 3/29/11 at Nitta Casings (Canada) Inc., 57 Steelcase Road West, Markham, Ontario, L3R 2M4. Equal Opportunity Employer.

525 Office Help

BOOKKEEPER

Experienced, P/T bookkeeper in Stouffville. Must be proficient in Simply Accounting. Fax resume to 905-640-9836

540 Hotel Restaurant

KITCHEN HELP

Cook and Dishwasher. Now being hired OLD COUNTRY INN in Unionville. Exp. Req'd F/T or P/T avail. 905-477-2715

Classified Hotline: (800) 743-3353

515 Skilled & Technical Help

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MAINTENANCE MECHANIC

Nitta Casings (Canada) Inc., a leading producer of edible collagen casings located in Markham, Ontario has an immediate opening for a maintenance mechanic on the night shift (7p.m.-7a.m.) Minimum 5 yrs. of industrial mechanic experience. Must possess excellent mechanical troubleshooting and repair skills as well as the ability to perform plumbing repairs and modifications and routine welding repairs. Competitive salary and benefits package. Applications can be completed from 1:00 p.m. to 5:00 p.m. on Monday, 3/28/11, and 8:30 a.m. to 11:30 a.m. on Tuesday, 3/29/11 at Nitta Casings (Canada) Inc., 57 Steelcase Rd West, Markham, Ontario, L3R 2M4. Or fax your resume to 905-475-5614. Equal Opportunity Employer.

525 Office Help

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P/T Bookkeeper Administrator

Public golf course in Markham 3 days a week April- October 1 day week November - March Must have experience using Simply Accounting; doing full set of books; computer literate; use excel; word and outlook; good understanding of payroll principles, must be organized and able to work independently in fast paced business. Email resume: mary@bushwood.ca

Project / Contracts Co-ordinator

Markham Developer & Condo Builder requires Project/ Contracts Admin person for 1 year maternity leave. Must have related construction exp., exceptional oral and written skills, detailed oriented and team player. Remuneration commensurate with experience. Email resume: hr@delridgehomes.com

540 Hotel Restaurant

540 Hotel Restaurant

The Earl of Whitchurch is hiring for the following positions:

SERVERS • LINE COOKS KITCHEN MANAGER

Apply in person with resume to: 6204 Main St., Stouffville or email: scott@theearlpub.ca

545 Teaching Opportunities

545 Teaching Opportunities

Child Care Administrative Position Available

Among friends child care centres is looking for a dynamite individual to oversee various B&A programs

- Must be a registered ECE
- Must have a good knowledge of the DNA
- Must have previous experience overseeing staff and program
- Must have a vehicle and be prepared to travel around York region
- Must be available for flexible shifts

Please contact Marisa Merrell at amongfriendsdaycarecentres@hotmail.com

510 General Help

510 General Help

VIDEO TRANSFER TECHNICIAN

Individual required to work in a part time to full time capacity. Experience required in the transferring of video footage various formats. The candidate must have experience with the use of all video camcorders. Experience is required on both PC and Macintosh systems with video transferring software such as Pinnacle and Final Cut. Please email your resume: reception@northwood-pl.com or fax: 416-444-5841

530 Sales Help & Agents

530 Sales Help & Agents

530 Sales Help & Agents

Inside Sales Representative

Toronto based mutual fund and bullion sales company seeks experienced, dynamic and assertive self-starter for pipeline sales development, to identify and qualify potential opportunities within the target account lists throughout North America. Candidate required to educate and nurture opportunities until outside sales involvement is appropriate and to conduct prompt follow-up leads generated by marketing campaigns. Must have superior verbal and written English communication skills and have exceeded goals and quotas, with a minimum 2-4 years outbound business-to-business phone marketing or sales experience in Financial Services preferred. Comfortable with spending extensive time on the telephone with excellent telephone manner, ability to liaise with various internal and external contacts. Proficiency in MS office, Word, Excel, PowerPoint and CRM software as well as typing skills. Location Markham

See website Careers for details www.bmgbullion.com/careers.html Applicants apply to hr@bmgbullion.com

535 Hospital, Medical, Dental

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535 Hospital, Medical, Dental

PERSONAL SUPPORT WORKERS

S.R.T. Med-Staff has immediate openings for full and part-time assignments throughout York Region. Candidates must have a P.S.W. certificate and 1 year recent experience.

- High Pay Rates • Travel Reimbursement
- Weekly Pay (inc. Travel) or Daily Instant Pay
- Benefit Plan • Paid Inservices

Please fax your resumé to Wendy Hobson at S.R.T. Med-Staff, Human Resources 416-968-3652 or toll free 1-800-650-8839 or email: humanresources@srtmedstaff.com

S.R.T. Med-Staff, ranked #1 for best agency is a Canadian owned and operated healthcare company, recognized as a trusted, experienced

provider of nursing and personal support services since 1961. S.R.T. Med-Staff has been accredited by the CCHSA since 2000

545 Teaching Opportunities

510 General Help

500 Career Training

Established Childcare in Stouffville requires REECE's and SUPPORT TEACHERS Experience preferred. Please call 905-640-0897 or email to joan.ghns@rogers.com

LAWN MAINTENANCE Looking for hard-working, responsible individual. • F/T from May- Oct. • Must have driver's licence. • Exp. preferred. Email resumes to: shaunmelis@hotmail.com

GET a competitive edge when applying for your next career or promotion with the free customer service program at www.hospitalityfirst.ca and receive a certificate upon completion. Fax Us Your Ad: (905) 853-1765

510 General Help

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Aquaman Pool Service Ltd

Needs People with experience in all aspects of service & repair related to pool and hot tubs. Positions also available for General Labourers, exp. preferred but not necessary, will train suitable applicants. All candidates should have valid driver's license with clean abstract. Fax resume: 905-640-3939 or Email: info@aquamanpoolandspa.net

NICK & MIRA'S NO FRILLS

Hiring MEAT MANAGER Very competitive wages. Must have minimum 2-3 year's experience. Please fax resume to: 905-773-6011 or in person: 13071 Yonge St. King Sdrd. & Yonge, Oak Ridges

Landscape Construction Labourers

Hardworking, Reliable Eager to learn and grow with our company Experience and good driving record an asset. Send resume to: info@dutchstylelandscaping.ca

100 Houses For Sale

NEW 3 bedroom Stouffville townhome Near GO shopping parks Thousands in upgrades www.whalers661.com for info

165 Mortgage, Loans

FREE mortgage consultation Call Now! (416) 849-2225 Brokerage #11028

FREE yourself from debt! Money for any purpose! Debt consolidation 1st, 2nd and 3rd mortgages, credit lines & loans up to 90% LTV. Self employed mortgage or tax arrears. Don't pay for 1yr program! #10171 Ontario-Wide Financial Corp. Call 1-888-307-7799 www.ontario-widefinancial.com

140 Investment Bus. Properties

MARKHAM- 452 sqft commercial unit for sale Steeles/ Old Kennedy lots of parking. 905-910-1146 Call M-F 10a.m. to 4p.m.

150 Office/Business Space

DAYCARE has 3000sqft of open space available ideal for dance, yoga, karate classes. Call 905-472-6201

170 Apartments & Flats For Rent

UXBRIDGE BRAND NEW BUILDING 2 bedroom Cathedral Ceiling, Hardwood Floor, Ceramic Tiles, Brand New Appliances --> 416-436-8591

14TH 9th Line- Brand new large 1 bedroom basement quiet laundry \$800 inclusive No smoking. Available April 1st (905) 554-4434

165 Mortgage, Loans

SSMONEYSS Consolidate Debts Mortgages to 95% No income, Bad credit OK! Better Option Mortgage #10969 1-800-282-1169 www.mortgageontario.com

COACH House Cornell 2 bedroom apartment 6 appliances no smoking/pets \$1250 inclusive. Suits single 905-554-4554

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YORK WORKS JOB FAIR

LOOKING FOR WORK? STOUFFVILLE JOB FAIR : APRIL 5th

10am- 3pm at Nineteen on the Park :19 Civic Ave, Stouffville

FEATURES INCLUDE

- Employers Currently Hiring
- Job Boards
- On-Site yorkworks Employment Coaches
- Second Career Strategy Information
- Door Prizes to be Won



Available at NO COST to you!

www.yorkworks.ca

This Employment Ontario project program of service is funded in part by the Government of Canada

EMPLOYMENT ONTARIO