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Careers

Careers

Careers

Careers

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Office/  
Administration

Office/  
Administration

Health Care/Medical

Health Care/Medical

Health Care/Medical



## Human Resources Coordinator (Ontario) (Maternity Leave Contract)

The K-Line Group of Companies, a leading High Voltage Electrical & Utility Contractor is looking for a Human Resources Coordinator for a maternity leave contract position (ranging from 14-18 months) beginning in December or January 2013. The successful candidate must have a solid understanding of Human Resource principles, experience in a similar coordinating role, and a proven track record of building relationships, providing support, and delivering advice to key internal stakeholders in a fast-paced work environment. Human Resource professionals with a generalist background in benefits administration, disability claims management, recruitment, policy development, performance and talent management, as well as tracking key performance metrics, will be given strong consideration. Preference will be given to individuals with experience in the construction industry and to applicants that have the Certified Human Resources Professional (CHRP) designation.

Interested candidates should email their resume to Julian Hogeterp, Vice President - Human Resources & Organizational Effectiveness at jhogeterp@k-line.ca before November 12th, 2012 to be considered.

## Sales Representative

Securo Vision Inc. has over 30 years of experience supplying Eye and Face protection to Canadian industries. We are looking for a Sales Representative for Eastern Ontario & East GTA. The applicant must be based in the Eastern GTA to be considered.

- A minimum of 3 to 5 years of business to business sales experience
- Excellent organization skills, motivated, self-starter
- Possession of a valid driver's licence
- Proficiency with MS Office (Word, Excel, Outlook)
- Knowledge of the Occupational Eyewear or Optical Industry and/or of the industrial safety distribution business is an asset

### We offer:

- Positive working atmosphere
- Competitive salary + commissions on the growth of your sales
- Car allowance
- Full benefits after 3 months

Please forward your resume by e-mail in a MS Word attachment to: slapointe@securo.ca or fax in confidence to (450) 679-2178.

We would like to thank all applicants but only qualified candidates will be contacted. No phone calls please.

## FRENCH CSRS REQUIRED

For outbound call center. Updating customer information. Hwy#7 & Warden Ave. area.

Please fax to 905-475-2227 or email: cindy@ajddataservices.com

Sales Opportunities

Sales Opportunities

**Full Time Sales Assistant Position** available in Richmond Hill, Oak Ridges. Candidate should be a self-motivated, Multi-tasking person who is computer literate. Monday to Friday with occasional weekends & travel. Salary approx. \$500 per week to start

Please send resumes to info@owncostarica.com

Office/  
Administration

Teaching  
Opportunities

## P/T OFFICE ADMINISTRATOR

Busy office in Markham, every Thursday & Friday 3:30pm-8pm and every other Saturday 9am-2:30pm. Must be fluent in English w/good computer skills. \$12/hr. Email resume to sandrebill@sympatico.ca

Part Time  
F.C.E.

Email resume aida@shareandcarechildcare.com Call 905-554-0924

Dental

Dental

New dental office seeks **RECEPTIONIST/ CDA** Full time hours including 1 evening and alternating Saturdays Logitech and Windows 7 a must. Please email resume to: nomoredecay@gmail.com

Health Care/Medical

Health Care/Medical

Dental office located in Sutton is currently looking for an **Experienced Customer Service or Health Professional Admin.** Dental experience an asset position available immediately. Send resume & cover letter to Fax - 1.877.686.0451 Email: info@manordentalcentre.com



## SCHOOL BUS DRIVERS WANTED

Servicing York Region and Francabus Schools  
**No Experience Necessary. We Provide FREE Training.**

Contact us @ 289-467-4998 ext. 7033 or e-mail mhannah@sharpbus.com

Or apply in person: 540-A Oster Lane, Concord We are an equal opportunity employer.

Technical/  
Skilled Trades

Technical/  
Skilled Trades



**SS SHEET METAL INSTALLER (Richmond Hill and Toronto)**  
The successful candidate will be an experienced commercial/industrial Journeyman with a valid 308A license, have previous experience in retrofit installations and site management. A GT2 is required; GT1 is an asset.

Forward resumes via email to: Careers@ngi.ca or fax to 905-338-4206 attention: Human Resources.

## 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 Sheila Bourque at S.R.T. Med-Staff, Human Resources 416-968-3652 or toll free 1-800-650-8839 or email: sbourque@srtmedstaff.com

S.R.T. Med-Staff ranked #1 for best agency in a Canadian owned and operated health care company recognized as a trusted



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Teaching  
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General Help

Among Friends Child Care Centres is seeking part-time **Quality Assurance Assistants** to inspect/oversee multiple childcare centres  
**Applicants must:**  
• Have a vast knowledge of the DNA  
• Be registered with the college  
• Have a reliable vehicle and be willing to travel  
• Have experience with overseeing staff  
Perfect for someone re-entering the work force  
**Please email: Amongfriends daycarecentres@hotmail.com**

**Eavestrough Cleaning Company** requires people to work from ladders and rooftops. Seasonal. 416-499-4992

www.yorkregion.com

