



YourClassifieds.ca

call: 1-800-743-3353

fax: 1-905-853-1765

Business & Telephone Hours: Monday - Friday, 8:30 am - 5:30 pm

www.yorkregion.com



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The City of Work

Adjustments: Every effort is made to ensure the accuracy of your ad. Please check your ad in the first month. For multiple insertions of the same ad, credit will be made only for the first insertion. Credit given for errors in connection with production of ads is limited to the printed space involved. Cancellations must be made by 2 p.m. one business day prior to publication date. Cancellations must be made by telephone. Do not fax or e-mail cancellations.

Career Development Career Development Career Development Career Development Careers Careers Professional Professional Office/Administration Office/Administration



Are you interested in joining one of the most exciting fast paced industries around?

The Great Blue Heron Charity Casino is located in Port Perry, a short easy drive from almost anywhere.

Dealer Training

The Great Blue Heron Charity Casino is offering for the first time a 5 week training program on Blackjack, BJ Switch, Spanish 21, Ultimate Texas Hold'em, 3 & 4 Card Poker, Let it Ride, Texas Bonus Poker and Mississippi Stud.

Location: Great Blue Heron Charity Casino in Port Perry.
Time: Monday to Friday from 8:00am to 4:00pm for 5 weeks.
Training programs will start: August 26, October 7 and November 18
Cost: \$500
(50% reimbursement if passed the class and not hired)
(100% reimbursement if hired and after completing one year of employment with GBHCC)
Requirements: Excellent Customer Service skills.
Pass pre-screening tests to determine student's suitability
Ability to communicate clearly and effectively in the English language.
Detail oriented with excellent math skills.
You must be 18 yrs of age to join the Dealer training

The successful candidates, who are offered employment at the GBHCC, will be require licensing approval by the AGCO.

Please refer to the Great Blue Heron website for further information on the Dealer Training School.
www.greatblueheroncasino.com (under Career Opportunities)

Please submit your resume to recruiting@gbhcasino.com with reference "Dealer Training - LP" indicating which date you would like to attend.

PRODUCTION OPERATORS

\$13.50 + BENEFITS

The Toronto Star, Canada's largest daily newspaper, is currently looking for **Part-Time Production Operators** to work at our Vaughan Press Centre. Be a part of this team-based environment at our 24/7 printing facility.

This position is an entry-level, general labour position that involves the physical handling of the newspaper and related advertising supplements.

Requirements:

- Prior bindery or machine operator experience is preferred
- Motivated self-starter willing to work in a fast-paced environment performing repetitive tasks
- Must be able to lift up to 35lbs and stand for extended periods of time
- Ability to work cooperatively in a diverse, team-based environment
- Demonstrated on-the-job reliability and dependability
- Excellent communication skills and detail-oriented
- Completion of high school

This part-time position has a variety of shifts available 24 hours, 7 days a week. The incumbent must be able to work on a weekly schedule with short notice. If you are interested in this position, please send your resume to mro@thestar.ca. Please be sure to include, "Mailing Room Operator" in the subject line of your email. We thank all applicants, however, only those candidates selected for an interview will be contacted.

TORONTO STAR
thestar.com

PERSONAL ASSISTANT Full Time

We require a Personal Assistant for a busy Entrepreneur. The person we are seeking will be organized, professional & someone who can change direction on a moment's notice. The majority of the work will be done at a personal level to ensure this Entrepreneur's life runs as smoothly as possible. You must have 2+ years work experience in a similar role & enjoy a challenge.

Required Skills and Qualifications:

- Intermediate MS Office, calendaring, creating & maintaining filing systems, booking complex travel itineraries
- Excellent oral & written communication skills
- Personal & family errands (flexibility to handle personal affairs as required)
- Ability to use own initiative & work autonomously

Our ideal candidate lives within the Markham area and must have their own vehicle. Available to work approximately 40 hours/week, 6 days/week, flex-time. Compensation \$30-32K annually. If this challenging PA role sounds of interest, please forward your resume to: coaching7472@hotmail.com

ACCOUNTS PAYABLE

A well-established Commercial property Management company in Concord is seeking an experienced Accounts Payable person. Successful candidate must have the requisite experience and be computer literate. Knowledge of GEAC is a plus.

Fax resume to **905-669-0440**, Attn. Manager

GENERAL SECRETARY

Busy Property management office in Vaughan/ Concord area requires someone with the requisite experience. Must be computer literate.

Fax resumes to attention: **Manager Fax # 905-669-0440**

LEGAL SECRETARY

2-5 years experience - secretarial in personal injury practice. Hwy 7 & Leslie. Malach Fidler Sugar + Luxenberg

Forward resume to sthorpe@malach-fidler.com

WAREHOUSE HELP

Aurora company is seeking a reliable, punctual and dedicated candidate who is able to work full-time hours. Ability to do some heavy lifting. Fork lift license an asset but not required.

Email resume to hr@gibsonsupplies.com

Amico CUSTOMER SERVICE

Req'd by a well-established, rapidly expanding Medical Co. in Richmond Hill, applicant must be organized, reliable and have excellent written and communication skills. Duties include order entry, invoicing and quoting. Previous team leader experience and asset.

Please send your resume to:
AMICO CORPORATION
Fax: (905) 764-0862
Email: hr@amico.com

Full time DENTAL ASSISTANT

required for Busy practice
Digital imaging, various office duties and paperless experience an asset
Hours required may involve multiple locations

Email resume info@manordentalcentre.com or fax 877-686-0451

Careers Careers Careers Health Care/Medical

Still Hiring and Training School Bus Drivers

If you have a few hours each school day to supplement your family income, give back to our community, and help our students get to & from school safely every school day, become part of our team. FREE TRAINING provided.

Don't miss the bus on this great opportunity. Call **1-877-914-KIDS** or e-mail canadajobs@firstgroup.com

We are an equal opportunity employer



MEDICAL SECRETARY

with 3 years experience in EMR for Markham Medical Clinic.

Apply to: ruwan87@hotmail.com

Restaurants/Hospitality

SERVERS

required for Old Country Inn in Unionville. Must be experienced.

905-477-2715 ask for George

Drivers Drivers

SHARP Bus Lines Limited

SCHOOL BUS DRIVERS WANTED

Servicing York Region and Francibus Schools

No Experience Necessary. We Provide FREE Training.

Contact us @ **288-467-4998 ext. 7033** or e-mail mhannah@sharpbus.com

Or apply in person: 540-A Oster Lane, Concord

We are an equal opportunity employer

ADMINISTRATIVE ASSISTANT

required for 30 - 35 hours per week, 7:30am start. Must be computer literate with experience in Word and Excel with accurate keyboarding skills.

Duties include basic bookkeeping, assisting with reception and general office duties.

Email resume to: joscelyn@fourseasonstreecare.com or fax to: **416-410-8770** or apply in person **Four Seasons Tree Care** 6282 Bloomington Road, Stouffville.

Teaching Opportunities Teaching Opportunities

Among Friends Daycare is seeking **RECE's** for local school aged childcare centres. P/T Split shifts, Mon-Fri

Please email resume to: amongfriendsdaycarecentres@hotmail.com

General Help General Help

PT FITNESS COACH - CURVES

World's largest women's fitness organization. If you are physically fit, energetic, self-motivated, have an outgoing personality and love to work with people, send resume to curvesmarkhamne@hotmail.com or fax to **905-201-8122**

Perfect opportunity for students or someone returning to the workforce. Training provided

For more info call 905-201-9211 5328 Highway #7, Unit 1C