Hassifieds

Monday to Friday 8:30am to 5pm · 905-853-2527 · Toll Free 1-800-743-3353 · Fax 905-853-1765 · For delivery questions, please contact 1-855-853-5613 **RICHLAND ACADEMY** ۰. metroland media **JOB POSTING**

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JOB POSTING

JOB TITLE: Pocket Feeder- Casual Part- Time

BUSINESS UNIT: Aurora, ON THE OPPORTUNITY: York Region Media Group, a division of Metroland Media Group, is currently looking to fill a casual part-time Pocket Feeder position for the Warehouse, working Wednesdays and Fridays from 6am-4pm. Reporting Aurora to the Machine Operator, the Pocket Feeder is responsible for feeding flyers into pockets of the Alphaliner machine.

KEY ACCOUNTABILITIES

- · Lifting flyer bundles to machine pockets
- · Preparing flyers from insertion into pockets
- Feeding flyers into machine pockets
- Maintain a clean work area
- Hours fluctuate seasonally based on insert/flyer volume
- Perform physical material handling

Other duties as assigned

WHAT WE'RE LOOKING FOR

- Ability to perform repetitive tasks accurately and thoroughly, with minimal errors
- · Able to remain alert and maintain a high level of concentration
- Ability to work in a fast-paced environment
- . Have the ability to work independently and as part of a team
- Attention to detail
- Have their own transportation

If working for a highly energized, competitive team is your ideal environment,

please email your resume to esmyth@yrmg.com by February 14, 2016. Metroland is committed to accessibility in employment and to ensuring equal access to employment opportunities for candidates, including persons with disabilities. In compliance with AODA, Metroland will endeavour to provide accommodation to persons with disabilities in the recruitment process upon request. If you are selected for an interview and you require accommodation due to a disability during the recruitment process, please notify the hiring manager upon scheduling your interview. Thank you for your interest. Only those candidates selected for an interview will be contacted.

JOB POSTING

JOB TITLE: Machine Strapper- Casual Part-time

BUSINESS UNIT: Aurora, ON THE OPPORTUNITY: York Region Media Group, a division of Metroland Media Group, is currently looking to fill a casual part-time Machine Strapper position for the Aurora Warehouse, working Mondays and Tuesdays from 4pm-2am. Reporting to the Machine Operator, the Machine Strapper is responsible for removing skids from the line, relocating them to the appropriate slots using the pump truck and wrapping finished product.

KEY ACCOUNTABILITIES

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- · Remove skids from line, relocate them to the appropriate slots using pump
- truck and wrap finished product
- Follow the job list assigned to count, insert flyers and stacking
- Retrieve flyers from surrounding skids
- · Hours fluctuate seasonally based on insert/flyer volume Work in a safety-conscious manner as outlined in the Company and depart-
- ment safety policies
- Perform physical material handling . To perform other duties as assigned by the Supervisor
- WHAT WE'RE LOOKING FOR
- Ability to work in a fast-paced, deadline driven environment
- · Previous experience in a manufacturing environment, an asset
- Attention to detail
- Have their own transportation

If working for a highly energized, competitive team is your ideal environment, please email your resume esmyth@yrmg.com by February 14, 2016.

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JOB TITLE: Phone Verifier, Casual Part Time

BUSINESS UNIT: Aurora, ON

THE OPPORTUNITY: This position acts as the key liaison between the newspaper and the carrier force which delivers our product. From receipt of a customer/ circulation/corporate inquiry, the verification representative must take ownership of the inquiry to ensure the route is verified and results communicated to the appropriate parties.

KEY ACCOUNTABILITIES

- Successfully conduct verification calls to ensure deadlines are consistently met
- Handle a high volume of outbound calls per shift
- Ensure that FDSA Policy & Procedures are met on a daily basis
- WHAT WE'RE LOOKING FOR
- Experience with outbound phone calls an asset
- Strong telephone presentation skills
- · Excellent verbal, written and listening skills
- Strong computer skills
- Solid organizational and time management skills, with the ability to multi-task
- · Ability to work in a fast-paced deadline oriented environment
- Ability to work independently as well as part of a team environment

If working for a highly energized, competitive team is your ideal environment, please email your resume to esmyth@yrmg.com by February 7, 2016.

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Thank you for your interest. Only those candidates selected for an interview will be contacted.



FULL-TIME LTL DISPATCHER, Monday to Friday, days only.

Responsibilities:

- Team dispatching and load planning for a fleet of 44 drivers Order entry and customer service calls
- Communication with customers and drivers Daily review and analysis of driver profit/loss reports

Requirements:

- Microsoft proficient Communicate effectively both written and verbal
- Ability to perform multiple tasks simultaneously

SILCHEM Opportunity!

Growing, stable company in Richmond Hill

is looking for FULL TIME PRODUCTION

OPERATOR. Must be able to accurately

follow detailed mixing instructions. Involves

Fax: 905-709-5942

E-mail: hr@silcheminc.com

some heavy lifting. \$15-\$17/hr.

- Organization and accuracy a must
- Required to meet specific deadlines
- Positive attitude in a team work environment

A&B Courier is offering a competitive salary along with employer paid benefit package, medical, dental, vision, and long term disability. Paid clothing allowance, 3 paid sick days per year and bonus program in place.

Qualified individuals seeking a challenging opportunity, in a team oriented environment, please submit your resume to: jason@abcourier.com

Great

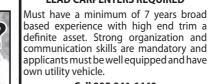
Lettershop & Fulfillment Supervisor

Growing Markham Direct Mail production company is looking for a lettershop and fulfillment supervisor who will also operate machines.

We have a dynamic fun environment and we need an additional supervisor to help manage our growth. 10 years' experience minimum.

No phone calls. Please email your resume to: info@marketingkitchen.ca

LEAD CARPENTERS REQUIRED



Face to face calling and cold calling Friendly, team-oriented environment. Call 905.841.6440 Car travel required. Fax 905.841.3343 Email: info@sandgateconstruction.com

Resume@LocalParent.ca.

Small.

is accepting resumes a Custodian position. The successful candidate for our Custodian position will have the skills and experience to maintain an attractive, sanitary, clean and safe facility for students, staff and the public; providing technical, mechanical and custodian skills throughout the facility; providing equipment and furniture arrangements for meetings, classroom activities; providing day to day operational tasks such as but not limited to; cleaning of facility, grounds maintenance and repairs and safety inspections in a timely and professional manner; maintaining and

Stoufville Su

record keeping of supplies. This job reports to the Director and Head of

Forward resume and cover letter to: Mrs. Nancy Neumann-Causi. Human Resources at ncausi@richlandacademy.ca



School.

RECE and Assistant Teachers for Supply and Before & After School positions required for Markham & Stouffville centres.

Strong programming, leadership, and communication skills required. Commitment to working in a child care setting. Recent police screening and up-to-date immunizations required.

Please submit your resume to Sari Connell Manager, Staffing and Employee Relations

By email: hr@uppercanadachildcare.com By fax: 289.982.1116

Thank you for your interest, only applicants who may be interviewed will be contacted.

Upper Canada Child Care is a non-profit, govern organization operating centres in communities Toronto, York Region, and Simcoe County.

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Back ups also required @ \$20/hr

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