



CECA-ACEA

Canadian Elevator Contractors Association

Employment Opportunity – Part Time Postion

June 3, 2009 - Canadian Elevator Contractors Association is seeking an Administrative Assistant. The Administration of the Executive Office shall maintain an office for the administration of the Association affairs assigned by the Board Of Directors including assisting the Secretary in providing facilities for recording, transcribing and preserving minutes of all general meetings and meetings of the Board of Directors along with the historical files of the Association and to maintain a library of past convention programs and information. Applications are being received at the following locations by Regional Managers in your respective area.

Eastern Region:

Pedro Oughourlian - Adams Elevator, 2595 Cote-des-liesse H4N 2M9

Phone 514-745-4455 Fax 514-745-6613 Email pedro@adamselevator.ca

Central Region:

Joseph Kerr - ThyssenKrupp Elevator, 410 Passmore Avenue, Unit 1 Toronto ON

M1V 5C3. Phone: 416 291 2000 Fax: 416 291 9754 email: joe.kerr@thyssenkrupp.com

Western Region:

Ryan Wilson - Sr. Vice President, Canada, ThyssenKrupp Elevator (Canada) Limited

2303 Douglas Rd. Burnaby, B.C. V5C 5A9. Phone: (604) 294-2209 ext. 1020

Fax: (778) 327-5816 Email: ryan.wilson@thyssenkrupp.com

The Canadian Elevator Contractors Association has served the Canadian elevator industry for over 30 years. Our member services include, but are not limited to: labor relations, positive relations with elevator inspection authorities, licensing of elevator mechanics, and representation in government matters and discussions for the voice of the elevator companies.