## 500 Help wanted

EXPERIENCED Alterations bookkeeper with over-lock, top wages paid, immediate positions available for two (2) good people 348-8202

HAIRDRESSER with desire to learn latest techniques in hair fashions. Pardonville area 348-0600

NATURE, reliable woman for radio dispatcher trainee NW suburban taxi cab Shop GA 1-6600

### INDUSTRIAL MAINTENANCE ELECTRICIAN

7 years experience minimum. Must be familiar with maintenance on large DC motors and electronic and electrical controls for OMKA equipment

STAHL MFG. CO.
13383 Woodlawn, Detroit

WAITRESS, Deli experience preferred. All shifts available. Good tips. Benny's Deli, Oak Park 398-4400

WOMAN WANTED for sewing room 11651 Market St., Livonia (block west of Levan

### Tool & Die Makers

EXPERIENCED
Now taking applications
S.M.C.
800 Junction, Plymouth

DELIVERY PERSONNEL WANTED Must have own car $2.00 per hr. plus gas expense Dave's Inn Plymouth 459-8440

BEAUTICIAN, Part time, 3 days a week for Harning Home Apply 9830 W 7 Mile, Monday through Friday

### PINJUMPER

Nights AMF 82-70's Experienced only need apply Over 18 Apply in person
Mayflower Lanes
26600 Plymouth Rd
½ Mile W of Beech Daly

POSITIONS OPEN
BUSMEN RN
Berkshire Nelson Swim & Racquet Club Livonia needs MANAGER LIFE GUARDS (Water Safety Instructor) and COACH TENNIS COACH GROUNDSKEEPER Top rates Send resume to Richard D Skaggs, 16213 Alpine Ct, Livonia 48154 For further information call 427-4164 Applicants must be submitted by Mar 1 1976

### SNACK BAR COOK

Night. Experienced preferred Mature, honest and dependable Apply in person
MAYFLOWER LANES
26600 Plymouth Rd
½ Mile W of Beech Daly

### RED WING TICKET WINNER

John Dean
7576 Dover
Westland MI 48185

But you must call the Promotion Dept of The Observer & Eccentric by 5:00 p.m., Tuesday, January 20, 1976 to claim your TWO FREE RED WING HOCKEY TICKETS 261-8600, ext 209

CONGRATULATIONS!

ASSISTANT MANAGER
For ladies specialty shop Must be experienced, over 25, and willing to work 3 nights a week and every 3rd Sunday Phone for an appointment 348-4300

WANTED EXPERIENCED Personnel to operate Computer Men making equipment Opening for payroll, billing, inventory Prefer bookkeeper Apply in person Mon - Wed 3 30pm 5 pm 30415 Schoolcraft, Livonia

AIRLINE Ticketing Course Are Education Instruction Classifieds (Ads 1318) American Travel Schools 398-5522

OPPORTUNITY UNLIMITED
Get training in one of 450 different skills Good pay and benefits as a member of Job Corps Call Mr Arter AP Recruiter in
LIVONIA at 522-1190
or
GARDEN CITY 425-5858

WAITRESSES midnight shift, experienced Apply in person Pulaski Restaurant 8441 Wayne Westland

SHORT ORDER cook midnight shift, experienced only Apply in person Pulaski Restaurant 8441 Wayne Westland 942 over Schoolcraft

NEED SECURITY?
The U S Air Force will pay you while you are training as a Security Law Enforcement Specialist Join the Aerospace Team see Call your AF Recruiter in
LIVONIA at 522-1190
or
GARDEN CITY 425-5858

BEAUTICIANS
Full time Part time Women wanted Experience with chemicals Excellent working conditions Good rates Call after 5 PM 476-2610

PART TIME Factory Branch, 1 to 10 PM, Evenings & Saturdays Guaranteed Salary Earnings of $275 - $300 per month Call Personnel J P Thomas Co 756-6170

## 502 Help Wanted Dental-Medical

X RAY - EKG Assistant Draw blood, EKG, assist with X-Ray Experienced preferred $130 - $150 per week Good benefits Northwest (511) Dr Pomerantz Agency, Northland Medical Bldg 355-0000

MEDICAL ASSISTANT, Busy clinic in Livonia, potential business experience required Draw blood by finger plus other duties Reply 1518 Dr Pomerantz Agency, Northland Medical Bldg 353-0000

DENTAL ASSISTANT, no have several positions available Part time to full Experience required in chair side and X-Ray(s) 2, 3 days experience desired (166) Dr Pomerantz Agency Northland Medical Bldg 353-0000

RN, Full time, afternoon shift LPN Full time Midnight shift Good starting salary, modern facilities See Mrs. Ferguson
Nightingale West
8365 Newburgh Rd
Westland (N. Joy Rd

### NURSES

RN'S
Full and part time, 3 to 11 and 11 to 7, in specialized areas
LPN'S
Part time, 3 to 11 and 11 to 7, in specialized areas
CONTACT PERSONNEL OFFICE
BOTSFORD
General Hospital
(OSTEOPATHIC)
28000 Grand River Ave
Farmington
476-7600

## 502 Help Wanted Dental-Medical

MEDICAL SECRETARY, Part time, afternoons and Sat AM Prevent office experience required Doctor will train for medical Could lead to full time Wed (162) Dr Pomerantz Agency, Northland Medical Bldg 353-0000

MEDICAL TRANSCRIPTIONIST Evenings 4 PM - 12 30 AM Must be willing to work weekends and holidays as scheduled For details, contact Personnel, Garden City Hospital 6245 N Inkster Rd., Garden City 421-3300

REGISTERED NURSES full and part time 11 PM to 7 AM shift Apply in person to Beverly Convalescent Center, 195 Haggerty Rd., Plymouth

NURSES AIDES full or part time all shifts Apply in person to Hickory Convalescent Center, 180 Haggerty Rd., Plymouth

NURSES AIDES full or part time all shifts Apply in person to Hickory Convalescent Center, 180 Haggerty Rd., Plymouth

MATURE dependable woman Part time, reception and assisting duties for Medical Office Experienced preferred will train Must have children Send resume to Box 908 Observer & Eccentric Newspapers, 36251 Schoolcraft, Livonia Michigan 48150

STUDENT
In Medical Field light secretarial with MS assistant 3 hours per day 13 Mile & Lahser area 661-2511

## RN

BSN, some Psychiatric experience Please reply to Box 790, Observer & Eccentric Newspapers, 36251 Schoolcraft, Livonia, Michigan 48150

DENTAL ASSISTANT 11 for any reason you desire a change Excellent environment for Dentistry All replies strictly confidential Reply to Box 906 Observer & Eccentric Newspapers, 36251 Schoolcraft, Livonia, Michigan 48150

NURSES AIDES
for Midnight shift, full time, Day SHIFT Golden hours needed Dearborn Convalescent & Nursing Center 20270 Hilger Dearborn Midwestern one block south of 8 Mile

RECEPTIONIST, Office Manager Doctor's office Full time Farmington area Top salary Fringe benefits Call Mary 474-6653

### RNS or LPNS

Part time midnights Shift differential and pleasant surroundings Apply 8-4 Monday through Friday
Sunset Manor
Nursing & Snelling Agency
FARMINGTON NURSING HOME
20400 Farmington Rd Farm
477-7400

DENTAL RECEPTIONIST, full time includes every other Saturday Must type Maple and Telegraph area 347-3540

REGISTERED NURSE wanted to work in Doctor's office Tuesday Thursday and Friday Livonia area Call Joyce 464-8080

MEDICAL ASSISTANT, busy Doctor's office Farmington area Send resume to Box 905 Observer & Eccentric Newspapers 36251 Schoolcraft Livonia Michigan 48150

### NURSE AIDES

Midnight shift, full time Experienced Good pay and benefits Pleasant surroundings Apply 9-4 Monday Wednesday or Friday
Nursing Dept
FARMINGTON NURSING HOME
20400 Farmington Rd Farm
477-7400

DENTAL SECRETARY, desired office experience, appointment control, typing, immediately, location Southfield 353-7440

MEDICAL Secretary needed for busy Doctor's office Transcription experience helpful typing necessary 357-1351

CHAIRSIDE
DENTAL ASSISTANT
Experienced Practical or equivalent Full time Maple area Telegraph 646-7900

RNs & LPNs
MIDNIGHT RELIEF NURSE
PART TIME
FRANKLIN MANOR
CONVALESCENT CENTER
352-7390

RECEPTIONIST Dr's office Beaumont Medical Bldg for Thursday, 9 am-6 pm Resume to Box 874 Observer & Eccentric Newspapers 36251 Schoolcraft, Livonia Mich 48150

PHYSICIAN'S office needs female assistant, no experience necessary 476-6574

DICTAPHONE - Typist for medical office in Farmington Hills 35 hr PW Medical experience preferred 851-3600

### NURSE AIDES

All shifts, experienced preferred but not necessary
Apply in person
WILLIAMSBURG
Convalescent Ctr
21017 Middlebelt, Farm
Between Grd River & 8 Mile

EXPERIENCED laboratory technician for internist office Experienced only Salary commensurate with ability Southfield area 357-1224

DENTAL OFFICE
Secretary

Mature woman over 25 to handle business office must be personable and able to exercise good judgement in dealing with people Typing knowledge of dental terminology and experience with insurance helpful Reply North Farmington area Submit qualifications with sample of typing and pronunciation to Box 876 Observer & Eccentric Newspapers 36251 Schoolcraft Livonia, Michigan 48150

NURSES needed for full and part time 11 PM to 7 AM shift Small nursing home LP 3800

### RN'S, LPN'S

All Shifts
Full and part time
Medicos
RECOVERY CARE CENTER
22355 W 8 Mile, 3 blk W of Lahser
255-6450

## 504 Help Wanted Office-Clerical

PRIVATE SECRETARY to 3 executives of corporation in Southfield Beautiful and good typing essential Must be able to screen phone calls pleasantly, and handle a variety of responsibilities on own initiative Permanent position offers long range potential to "Girl Friday" type Call Mr Pallas 354-0000

## 504 Help Wanted Office-Clerical

BOOKKEEPER - EXPERIENCED Hours, 9 AM - 3 30 PM, for Real Estate office Starting wages $170 week For information, phone 559-2040

SHARP SECRETARY
Some bigger company needs good mixture of office skills professional attitude and a flair for figures to round out their executive department now! See Ms McIlrath
353-6500
Snelling & Snelling
PERSONNEL

SECRETARY, to $700 Free Plant $30 Light bookkeeping Organizing ability 9 Mile Tel Call Mrs Evans, Suburban Personnel 477-8940

SECRETARY - BOOKKEEPER For interior designer Typing and Thurs 9 AM to 1 PM $3 an hour Experience required 647-6660

Proofreader

A permanent full time position in proofreading department of Southfield CPA Firm Attitude for accuracy a must Will train for this important position Pleasant and congenial working conditions Salary age and are open Send complete resume in confidence to Box 180 Observer & Eccentric Newspapers 36251 Schoolcraft, Livonia Michigan 48150

BOOKKEEPER
to assist controller of corporation in Southfield 3 years experience in complete general ledger work, payroll, taxes, insurance through trial balances Knowledge of 10 key adding machine computer system and typing helpful Call Mr Turk 354-0000

GENERAL OFFICE
Busy Suburban office needs your accurate typing, light bookkeeping experience Good benefits $550 Call Joan 473-6300
Snelling & Snelling Agency

OFFICE ASSISTANT
Experienced on some purchasing and office filing procedures 40 hour week Monday through Friday Call for appointment
Albin Industries
34398 Industrial Circle Farm
478-0006

GENERAL OFFICE 9000
Fascinating opportunity for mature person with good typing Call Anne B Zeller 557-6000
Snelling & Snelling Agency

SECRETARY for Southfield law firm Will train but must have good experience and skills Salary up to $750 Excellent benefits and company pays the fee Call Barbara Good Professional Personnel 357-4010

SECRETARY
Fascinating company requires good typing and shorthand Will train on Teletype and IBM Keypunch Fee paid
Lois Ray Personnel
559-0560

SECRETARY 9000
Busy NW suburban office has immediate opening Hurry call Anne Feagle 322-6000
Snelling & Snelling Agency

FULL TIME
Clerical position must like working with people in the Health Care Field Typing a must knowledge of third party payors A plus Liberal benefits Blue Cross Blue Shield and $475 per month Call 477-8270 between 8 AM and 4 PM for appointment Uniroyal Convalescent Livonia Michigan

EFFICIENT PAYROLL CLERK
Outstanding suburban company needs typing, payroll experience and career minded You to start working today Fee paid 9650 plus Call Mr Larsen
353-6500
Snelling & Snelling
PERSONNEL

RECEPTIONIST - TYPIST
For Engineering Firm Must have pleasant telephone voice Call for appointment 326-1700

BILLING CLERK, Medical Lab Experienced billing Prefer bookkeeper Shield Billing background Figures and detail oriented needed 357-1076

SWITCHBOARD
CASHIER
Northwest auto dealership, experience preferred, benefits $520
Lois Ray Personnel
559-0560

GENERAL OFFICE
Large established National firm moving to Southfield soon needs a file clerk Permanent good salary and benefits Call 354-0130

SECRETARIES (2)
Fresh legal office desires bright Call with good skills Fee paid 9000 a month Snelling & Snelling Agency 356-5300

ASSISTANT
OFFICE MANAGER
Suburban location Accounting experience or Education Several yrs of books Fee paid Call Donna Moore Professional Personnel 357-4010

BILLING & PAYROLL Clerk also Telephone Livonia area Some experience and salary desired Full and part time P O Box 661 Franklin Michigan 48025

SECRETARY
Like a challenge? This job has it Our service department needs a bright energetic secretary with good typing dictaphone and shorthand skills Must be dependable and able to accept responsibility Typing knowledge of dental terminology and experience with insurance helpful Reply North Farmington area Submit qualifications with sample of typing and pronunciation to Box 876 Observer & Eccentric Newspapers 36251 Schoolcraft Livonia, Michigan 48150

NURSES needed for full and part time 11 PM to 7 AM shift Small nursing home LP 3800

### RN'S, LPN'S

All Shifts
Full and part time
Medicos
RECOVERY CARE CENTER
22355 W 8 Mile, 3 blk W of Lahser
255-6450

RN, Full time, afternoon shift LPN Full time Midnight shift Good starting salary, modern facilities See Mrs. Ferguson
Nightingale West
8365 Newburgh Rd
Westland (N. Joy Rd

## 504 Help Wanted Office-Clerical

YOUNG executive secretary with typing shorthand and dictation skills Must be proficient on word processor equipment Prefer a person living in Plymouth or Canton Twp 455-7150

FULL TIME position in busy Life Insurance office Secretarial and people oriented duties Good typing essential Some ability with figures area to round out their executive department now! See Ms McIlrath
353-6500
Snelling & Snelling
PERSONNEL

EXPERIENCED
LEGAL SECRETARIES
Needed for Troy area for busy Real Estate lawyers Typing 70 WPM or more Dictaphone and or shorthand required Call for appointment 362-6394

LEGAL SECRETARIES
Experienced Legal Secretaries needed for Troy Area for busy Real Estate Lawyers Typing 70 WPM or more, Dictaphone and or shorthand required Call for appointment 362-6394

GENERAL Office with some Bookkeeping experience in a construction office in Farmington area Equal opportunity employer Send resume to Box 906 Observer & Eccentric Newspapers 36251 Schoolcraft Livonia Michigan 48150

### SECRETARIES

Top notch Suburban companies need secretaries with experience and good skills Excellent working conditions and benefits Fee paid Salary to $800

ALLIS-JOHNSON PERSONNEL
Qualified Employment Agency
22000 Haggerty
Farmington Hills 476-2600

PART TIME, Dr's office Typing general office knowledge and knowledge of medical terminology 223-4424

CLAIMS ADJUSTER with 2 years experience in group health and weekly indemnity Salary Full time Salary commensurate with experience 537-7800

TRANSAMERICA
Insurance Group
We need a CLERK TYPIST in the claims department of our home office Entry level position Duties include typing filing and calculation of claims figures Must type at at least 40 WPM Accuracy very important as all phases of the job Good working conditions and benefits Call MRS C DRISCOLL at 353-2000 for an application Eligible applicants will be contacted for an interview An Equal Opportunity Employer

SECRETARY - must be experienced in Medical Office Operations Medicare Blue Cross Blue Shield Medicare Hrs Detroit Dear & Hardware Co 388-1300

KEYPUNCH & OFFICE work Full time Experienced Apply 21200 Greenfield N of Plymouth Rd

SECRETARIES
BOOKKEEPERS
SR TYPIST
KEYPUNCH OPERATORS
Many challenging temporary assignments near your home Work a few days or weeks or a time No fee Call or visit
SOMEBODY SOMETIME
16415 W 8 Mile, Nthld
272-8500
28277 Dequindre, Warren
545-1700
420 Village Plaza, Drbn
565-3500

RECEPTIONIST - Secretary Architectural office Southfield Experience required 356 3000 or 356 3500

STUDENT
Troy CPA firm part time proof reader Hours flexible person should be some coverage in spelling and grammar 649-3510

CASHIERING & interphone work for entertainment bar Downtown Must enjoy contact with people Good wile mathematics Apply with Karen Dawson
LIVONIA VOLKSWAGEN
34801 Plymouth Rd
Livonia

WORK IN LIVONIA
An opportunity for an experienced interesting job opportunity in insurance Office here in Livonia Good benefits Blue Cross Blue Shield for the person who qualifies for appointment call Mrs B Field 525-6140

EXPERIENCED TYPIST work at home Southfield area Must be able to pick up and deliver Call Carol 424-6884

BOOKKEEPER must have minimum background for The Captain Table in Northville Call Joyce for interview 348-3000

BOOKKEEPER
For modern apartment complex in Wixom Background and in efficient record keeping necessary 5 day work week including Saturday Reply, stating experience and salary requirements, to Office Manager, Box 903, Southfield, 48076

GENERAL OFFICE typing filing clerical etc Apply in person to Bell Federal Savings & Loan Industrial Park Drive Farmington

BOOKKEEPER experienced Accurate with figures Part time or full time Southfield area After 5 PM 357-3000

GENERAL OFFICE
9530 Senior experience helpful for prestige spot Fee paid Call Mr Harry Call Judy Hope
588-5400
Snelling & Snelling
PERSONNEL

RECEPTIONIST, TYPIST experience helpful Full time Salary commensurate with experience Fee paid 348-3000

PRIVATE SECRETARY to Sales Representative in Southfield Must be good organizer and typist to derive motivational ability Must be confident and self motivated Call for interview 557-2000

FUN FRONT OFFICE
To 9630 Plush suburban office needs a super personable You to answer phone greet customers and type All this top fringe benefits and fee paid Phone Trish Cole
353-6500
Snelling & Snelling
PERSONNEL

FOOD BROKER in Sterling Heights needs someone to run his office Good figure aptitude and accurate typing required Salary $650 to $800 with excellent fringe benefits company benefits Fee paid

Advertising executive needs secretary Troy location Experience with bids required Fast paced business with lots of excitement Beautiful new of fices Salary open to $750 Top benefits and fee paid

BEGINNER - TRAINEE legal secretary for downtown Detroit law firm good typing Start at $650 Benefits Fee paid

ADAMS
&
MARTIN
PERSONNEL
920 E Maple Birmingham
646-5600

## 504 Help Wanted Office-Clerical

SECRETARIAL position available, includes excellent fringes and working conditions Qualifications include prior experience with typing and shorthand skills Call Ms Ferguson 476-2900

REAL ESTATE RECEPTIONIST
Non smoking experienced type Bonding, neat-appearing, shabby and friendly girl, 18 - 35 years old A good telephone voice with a bubbly personality is a necessity A variety of responsibilities Salary DOE Fee paid Call for Don Wells GA 1-6600

WANTED full time Bookkeeper to take charge of all books for small corporation Must know Double Entry Trial Balance Apply to Bookkeeper, P O Box 5127 Dearborn, Michigan 48126

SUBURBAN
OPPORTUNITIES
JR SECRETARIAL 9848, Fee Paid Good typing average SR Farmington Hills
JR SECRETARY to 9848, Fee Paid Typ 55 Average S.R Good typing Southfield
Call Mrs. Evans 477-9840
SUBURBAN PERSONNEL

RESPONSIBLE Girl who must be experienced in payroll Light bookkeeping Auto Must be able to handle 2 part note desk in busy home Agency 348-3000

EXPERIENCED Legal Secretary, living in Plymouth area Good skills and organization Call Ed 70 398-4880

BOOKKEEPER
Experienced Hours, 10 AM - 4 PM 5 days Some typing and shorthand
BIRMINGHAM
CAMERA
644-0510

Responsible Girl who has Home Owner's Insurance experience 559-4550

EXECUTIVE SECRETARY
For Manufacturing company who deals with top Management of Chrysler Corporation Must produce for perfect typing Need mature professional career woman who can hold her own with executives men who are cops in their field Excellent working conditions Salary commensurate with ability Call Mrs Ferguson at P O Box 662 Troy Michigan 48084

ADVERTISING
SECRETARY
Related experience Good skills 35 WPM Fee Paid Suburban Bloomfield 626-4700

GENERAL OFFICE, shorthand and typing required, salary according to ability Southfield area Fee Paid Employer 557-3550

AUTOMOBILE BOOKKEEPER needed Full charge, experience necessary Via II EDP Systems excellent compensation and fringe benefits Apply Fidelity Approved Cars Mrs Lehman or Mr Adams 543-6000

PHONE FLAIR?
ROYAL OAK
$700 Fee Paid

You'll train to handle important tele phone liaison work on this highly promotable job for well known company 1-2 years secretarial experience is all you need Call PER MANENT STAFF (543-3143) till 8 PM weekdays Employer pays per usual agency fee

SECRETARIES WANTED must type 35 WPM Interviews between 3 PM 5 PM Monday Friday 559-0555

LEGAL SECRETARY established Detroit law firm Fee paid Send resume including shorthand and typing speeds to P O Box 2 Detroit Mich 48230

ADMINISTRATIVE
AIDE
$12,000

EMPLOYER PAYS
PERSONNEL AGENCY FEE
Work more than a secretarial position Interesting and challenging job Interface with top level people with excellent opportunity for growth and confidence to become actively involved in decision making responsibilities and upper level organization Minimum 3 5 years secretarial background with executive level Bookkeeping helpful Please call Ms Butler (543-3143) for additional information and interview appointment Open till 8 PM seven days
PERMANENT STAFF

KEY-DISC KEY-PUNCH
Several openings pleasant working conditions shift differential to receive pay fully paid fringe benefits Minimum experience 6 months midnight shifts full and part time daily
Brookside Center
23 Mile and Mound
254-1918
18250 Northland Dr Southfield
352-5224

GIRL FRIDAY-receptionist in Southfield Responsible, pleasant personality good typing working experience Excellent working conditions and benefits Salary open For appointment call in AM 5 30 to 6 PM 557-5023
An Equal Opportunity Employer

SHOW BIZ NORTH
SECY $550

Ever dream of exciting job - meet and greeting VIPs and executive types? This is for you! If you type well, talk well and like a casual atmosphere this may be your job now No shorthand necessary Call 543-3143 till 8 PM weekdays Permanent days
PERMANENT STAFF

SECRETARY
12 Mile-Southfield area Prefer mature woman for other Good typing skills required 3 day week Experience required Call Mr Byron 569-8063

GENERAL OFFICE
Busy gal wanted to perform general office duties such as bookkeeping typing phone work and handling visitors Pleasant for an expanding Metal Stamping Company Good working conditions Birmingham Groveland area Call for an appointment Arbor Drugs 258-6700

Typist Trainee
Fee Paid!

Beginner who types well will earn $600 month from super company which pays personnel agency fee Call PERMANENT STAFF (543-3143) till 8 pm weekdays!

EXPERIENCED Keypunch Operator, Southfield office full and part time Call Carol 424-6779

GIRL FRIDAY
For personnel office in Livonia Only responsible and experienced need apply 522-3000

SECRETARY
To work with Salesmen and to take responsibility and direct Typing and Dictaphone experience required Must show initiative and be able to deal with people Excellent fringe benefits Send resume and salary requirements to Montrose Sales, Inc, Suite 200, 30836 Northwestern Hwy, Southfield, Michigan 48076

SECRETARY, RECEPTIONIST, one girl office, full time, full compensation, Birmingham area, light shorthand 90% time over Northwestern 569-3000

## 504 Help Wanted Office-Clerical

SECRETARY for Southfield law firm Must excel in typing ability & take shorthand Salary open 356-4400

W. Suburban
Secy $600

Terrific opportunity for neat well spoken high school graduate who likes employer to pay personnel agency fee Must have a friendly efficient voice you can 1000 match Reasonably good shorthand is only requirement here Call PERMANENT STAFF (351-2111 till 8 PM weekdays!

BOOKKEEPER & ASST TO PREX
Excellent opportunity for attractive and personable Gal Friday with secretarial responsibilities and good at office skills Involvements include Food Broker Office Company Requirements Call Mr Wolf weekday afternoons 398-7000

ACCOUNTANT, construction experience, payroll and related reports financial statements Metro Air Port 981-8200

Office Organizer
N' West

Our favorite employer has dream job for mature individual who types well and has 1 1 years office background You'll answer phones, handle correspondence and organize things your own way $800 to start, advance fast Call PERMANENT STAFF (351-2111 till 8 pm weekdays! Permanent

BACK-TO-WORK?
SECY SKILLS?

Break into the secretarial rotation gently in this lovely suburban office Fee You'll start at $600-$650 month and advance quickly as you warm down rusty skills Call PERMANENT STAFF (351-2111 till 8 pm weekdays! Permanent

Receptionist Payroll
Generist Office
Accurate Typist Must like figures 8 AM 4 PM $3 per hr Paid Blue Cross Life Ins Good working conditions
Architectural Research Corp
13000 Wayne Rd Livonia
425-0420

MATH-MINDED
N'WESTERN
$475 FEE PAID

If your a Whiz at Math, this will insure company will train you comptometer Call PERMANENT STAFF (351-2111 till 8 pm weekdays! Employer pays personnel agency fee

W BLOOMFIELD AREA Mature woman for light typing and general Typing writing essential 626-7138

KEYPUNCH
OPERATORS

A maximum of 1 year working experience required Operators wanted from $3 13 to $3 66 per hour with potential for earning up to $4 00 per hour Rapid advancement based upon performance Afternoon and midnight shifts available Work in a pleasant environment with an excellent benefit program Call our personnel office for an appoint ment

CPHA
1968 Green Rd
Ann Arbor, Mich 48105
769-6511
An Equal Opportunity Employer

BOOKKEEPER for one girl office Must be experienced Trey area 585-1700

Fantastic Fringes
$600 Fee Paid

Mature well starter needed by busy Boss who works away from office Lawyer dream type personnel exec NO SHORTHAND AND NO DICTAPHONE needed Super benefits Excellent personnel agency fee Call PERMANENT STAFF (543-3143 till 8 pm weekdays!

RECEPTIONIST Dry office Beaumont Medical Bldg Hours Thursday, 9 am-6 pm Send resume to Box 874 Observer & Eccentric Newspapers, 36251 Schoolcraft Livonia, Michigan 48150

LEARN WHILE
YOU EARN $$

Employer pays personnel agency fee for terrific opportunity to learn secretarial work if you have two consecutive good typing and catch-on-quick attitude (810) 650-9000 month in just a few beginning Call PERMANENT STAFF (543-3143 till 8 PM weekdays!

INSURANCE SECRETARY
Immediate opening for responsible woman to work in an Agency Must have knowledge of insurance, be knowledgable in personalized and understanding Salary commensurate with ability After 5 PM call Southfield 569-1120

Recept.-Secy
Livonia
$550

Neat appearance and friendly smile are most important here our client is the first to meet and great clients Must have Good typing essential but NO SHORT HAND NEED Call PERMANENT STAFF (351-2111 till 8 PM weekdays! Permanent

SECRETARY
For 3 Girl Group Insurance office Require 35 to 60 WPM typing and some experience on word processing machine Light filing Call 557-3757

Accounts-Able
OAK PARK

Just a flair for figures and good typing will start you here Earn $600 from super Boss who will train you completely Call PERMANENT STAFF (543-3143 till 8 PM weekdays! Permanent

PARTNER, in law firm in Troy Requirements are Bookkeeper, qualified secretary with good organizational ability Knowledge of Michigan Probate Pleasant working conditions, excellent location 649-2600

GENERAL OFFICE
Typing and pleasant telephone voice Some bookkeeping experience required Immediate opening Full time, steady position Insurance area Apply in person
FAGLE TOOL & DIE CORP
6900 Chase Rd., Dearborn
581-7500

SECRETARY, general office Typing and filing Garden City area 525-1700

ASST BOOKKEEPER
General Office Good typing Real Estate Investment Company $160 per week to start Send resume to Rowin & Sporrow, Box 695, Bloomfield Hills 48013

RECEPTIONIST - Typist, Experienced, Attractive, For advertising agency, Southfield area 559-4000

Ass't. Bookkeeper
WITH EXPERIENCE
Good educational types for Shell at Box Area to Troy
CALL 643-9459

## 504 Help Wanted Office-Clerical

LEGAL SECRETARY experienced, highly skilled for full time position with Royal Oak law firm 398-5300

PART TIME office girl, experience helpful Hours 1 to 5 PM Mon thru Fri with duty Apply Raymond Fortune 30715 Plymouth Rd Livonia

INTERESTED IN
SELLING
REAL ESTATE?

Call TODAY for an interview
Plymouth-Northville
Fred Sheffer 459-5000
Livonia-Farmington
Tom Kasper 476-9100
Westland-Livonia
Ken Karsten 937-6700
Westland-Livonia
Peter Ortiz 721-0400

### chamberlain

SALESLADIES Bakers and Cake decorators full time Good pay Paid holidays Apply Sherlock Dorchard Mall 981-6110

Able Minded $700
Organizer Fee Paid

Well spoken, personable secretary needed by great right hand to advertising executive of this famous corporation You'll handle confidential material set up files and take charge while your Boss is away Call PERMANENT STAFF (543-3143 till 8 pm weekdays!

KEYPUNCH OPERATOR
Full time openings on day, afternoon and midnight shifts for experienced operators Call Employee Services Corp Greenfield & Ryan Roads 255-2610

TYPISTS
STENOS
See Marvyann Burns
30000 8 Mile at Beech Daly
GIRLPOWER
Div Manpower Temp Services
965-7000

GIRL EXPERIENCED in property management home owners sales and packages! 559-6000

## 506 Help Wanted Sales

REAL ESTATE

Highest Commissions Good plan for high earners Will train in Michigan's finest Real Estate School If you are willing to work, you are able to earn extremely high income Call Gene Darke for details

525-7700
Century 21
Gene Darke Realty

LARGE NATIONAL CORP. needs agressive man or woman Except ional earnings Full time Part time Home employment Earning job opportunity $500 week For interview call 559-3000
An Equal Opportunity Employer

YOU CAN SELL REAL ESTATE
Our nationally famous training program can double your income We offer sales tools comparison can't match Immediate openings in our new Royal Oak office Attend our no obligation Career Seminar on Saturday, January 24th, 10 AM, at 1025 E. Maple, Birmingham, Call 646-1600 for your complementary reservation

REAL ESTATE ONE

JEWELRY SALES to retail Fee paid Department store Full time Part time Mon or Fri 9-5 PM 476-2270

AVON
WANT A GREAT VACATION THIS YEAR? Start saving now So do Avon Representative Excellent earnings Over 18? Call Shirley 645-0455 352-2926
422-2252

FULL OR part time opening in gift for a few hours evening work Hours negotiable Good pay Call Mrs Hobbs Bonus No obligation for interview 477-0000

LEARN REAL ESTATE
Broker of small agressive office located in Livonia Teacher for State approved Real Estate course Intensive training after you pass state Examination Salary plus bonus Ideal for wife who wants to make money Member of Multi List for details call MISS BOGG LEXINGTON HOUSE 261-6600

BEELINE FASHION Stylist new extra added Bonus Call Rose 421-0000

### SALESWOMAN

WOMAN with proven sales ability to better Ready to Wear Excellent opportunity for the right person Contact MRS RYAN Monday thru Friday only 9 AM to 5 PM
NEI 7-1300

CHUDIK'S
OF BIRMINGHAM
WOMEN

Over 30 years, clean cut firm Full time, work full time Part time Mon - Fri 9 AM - 5 PM 645-2660 or between 9 AM - 1 PM 626-2660 or 788-0950

PHOTOGRAPHY
SALES MANAGEMENT

National photo finishing lab, been found to be successful, now expand new office We are seeking several career minded people to the duties & responsibilities are No experience necessary, will train, over 21 with auto Call Mr Wolf at 653-2511

ASSISTANT MANAGER
For high volume Women's Special Ready To Wear Shop Excellent Salary Bonus opportunity necessary Apply in person at Bernard's 141 S Hunting Blvd

REAL ESTATE - unique opportunity - diversified area 8 mile Southfield area Exclusive listing office for 8 mile building area is the best location between 696 000 & $130 000 Lots of opportunity Attorney & author Frank Gleasner Sales Manager Gene Darke Broker Frank Bloomfield Board of Realtors Bonuses desirable Will help train 261-6600

CAREER OPPORTUNITY
Sales & Sales Management Opportunity Starting salary up to $1 000 No experience required You are guaranteed a salary Training program Bonus plan Contact Jim Ford Trainer Fraser Inserted, age 30 or over 294-6000

QUALIFIED
SALES PERSONNEL
WICKLES FURNITURE
LIVONIA
No Distribution
For set, rug, sofa
Must have proven sales record
Have full company
ASK FOR MR TAUB
476-8210

ADVERTISING CAREER - I no process female to serve as an Executive Representative for Ford Motor Co in a creative advertising firm Ad for Richard Ryan Farmington 476-8210

DO YOU NEED A
NEW WARDROBE?

Call 10 new outfits at a cost of 69 each, or a 3000 wardrobe free for a few hours work Call Queensbury to Schedule
Shirley - 728-9910
Carol - 476-1667

## 506 Help Wanted Sales

SEVERAL OPENINGS for women, 30 or over No experience needed Flexible hours Top pay Bonus Free car For appointment call Mrs Taylor between 9 AM & 6 PM 348-8863

INTERESTED IN
SELLING
REAL ESTATE?

Call TODAY for an interview
Plymouth-Northville
Fred Sheffer 459-5000
Livonia-Farmington
Tom Kasper 476-9100
Westland-Livonia
Ken Karsten 937-6700
Westland-Livonia
Peter Ortiz 721-0400

### chamberlain

Attention!
Gals-Guys-Couples

Approximately ground floor opportunity to have with on existing product Michigan company Be the first in this state selling a prestige item through home presentation Tremendous proven success in other states

ORIGINAL OIL
PAINTINGS

CALL FRAN
255-7804
AT
ARTISTIC
INTERIORS INC

FAST GROWING Entertainment agency searching for creative people Excellent opportunity to learn and earn Ask for Rodney Ryan Farmington Hills 476-2270

REAL ESTATE
PEOPLE

POSITIONS available in our brand new office in Canton Twp at Ford and Sheldon Roads Experienced and trainee wanted For details call Gene Burns

Norwood
No. 10, Inc 459-2800

LADIES - part time supplement your income Unique import business Call Mrs Bell 981-0000 Interviews 10 A M - 6 P M 979-1014

SOUTHFIELD-LATHRUP AREA
The Lathrup office of Earl Kern Realty, one of 25 Earl Kern offices, invites you to inspect our facilities and examine your future potential with us in the field of residential Real Estate sales, in the prime markets of Southfield-Lathrup Village, Birmingham, Bloomfield If you have the need to succeed, we can provide you with the office, training, and selling tools to help you obtain your goals For appointment, call Mr Ervin 559-1300

INSURANCE GENERAL
Part time opportunity to assist your agency when qualified be your own Boss 357-3300

JOIN OUR GROWING STAFF
of trained & successful sales people earning personal & satisfaction, plus bonus & every morning we gather to share ideas & success Ask about our Dial Earn program Call Dial Earn Mr Norwood No 11, Inc 459-2800

## 507 Help Wanted Part Time

NEED EXTRA INCOME? We are looking for attractive, intelligent homemakers people to work part time contacting our recreational land company in trade shows Good salary Contact Mr Ferguson Mon Tues Wed Thurs between 10 AM and 1 PM 661-0877 7173 or 661-0878

WANTED IMMEDIATELY 3 nights after persons for phone sales Best pay plus commission 557-3000

TRANSLATOR all languages Hand resume to Interpreter, 17300 Grand Lake Rd Farmington Hills 477-3000

RETIREE
To give light assistance with MS Must be 2 hours per day 13 Mile & Lahser area 661-8814

BURGER KING
Needs Part Time cleaning help nights after 6 PM Must be 18 Apply in person 18180 Telegraph Southgate

NO EXPERIENCE NECESSARY
WE NEED HELP for 1½ hours per day to supervise children in our school bus Must live on the day ground at maximum $2 75 per hour Also we need substitute school bus driver for 3 to 3 hours per day $3 00 hour Employees hired must have good driving record Other areas available preferred Apply in person 8 AM to 1 PM Mrs Price Southfield Board of Education 20300 Lahser Rd

WHOLESALE Distributor looking for people to handle distribution of exclusive reservable on a part time basis Experience preferred but not required Call between 10 AM and 3 PM Monday through Friday 557-3000

BABYSITTER, 3 days a week in our home Must have own car Salary negotiable 626-2000

## 507 Help Wanted Part Time

FOOD ASSEMBLY 8 AM - 12, or 12 30 PM - 5 PM $3 00 an hour 30 hours 20000 Schoolcraft Livonia

SALES HELP needed, Mon Wed & Fri, 10-4 Gerald Clothing 964 Ann Arbor Road 347-1135

PART TIME HELP, must be 18 years preferred Hours flexible Apply Mr Ferguson 2000 Ford Expressway Ask for John Hudson 474-6600

TEMPORARY HELP ONLY
Pay off your bills Income Tax Season needs 3 women to conduct 4 shows daily Earn everyday $200 up to $600 family vacation No collections no interviews, no commitment Call from 10 to 4 PM 726-2966, or from 6 to 8 PM 730-3020

### DRIVER

Light Delivery
Part time, 2-3 days per week
Retirees preferred
272-1863

PART TIME Clerical help needed for Westland office Experienced typing filing light bookkeeping Hours 9 AM to 1 PM Mon thru Friday Call between 8 AM - 5 PM 729-1000 LO 1-5300

WELDING TEACHER 5 Westland Farmington Public Schools, 3 years welding experience or 1 year welding experience and 1 year teaching school Must be experienced in Arc welding, all positions, oxygen