500 Help Wanted

NEW & USED CAR GET READY MAN
5 Days 8:30 AM 6 PM
WALED LAKE AREA
624-8686

WAITRESSES wanted Plymouth Lunches Apply after 4 PM 38611 Ford Rd Garden City

WORKERS FOR WOOD Cabinet assembly Wood working or electrical experience helpful but not required Pay commensurate with skill Apply 10 AM to 3 PM C L C Inc 33324 Farmington Road Livonia

RED WING TICKET WINNER

David Pecore
14539 Lauderdale
Plymouth MI 48170

Bring you ticket to Red Wing Shoes Dept of The Observer & Eccentric by 5 p.m. Tuesday October 19, 1976 to claim your TWO FREE RED WING HOCKEY TICKETS. (261-6600 ext 331)

CONGRATULATIONS!

INTSS MECHANICS Experienced Foreign and domestic Apply Saturday Morning Conservation Equipment Excellent wages and benefits Apply Dover Twp Trailer Park 31500 Ann Arbor Trail Dearborn Heights Mich 48125 Mr Kaiser 937-5460 5340 An Equal Opportunity Employer

BUS BOY WANTED
Apply in person
Noon-2PM 4PM to 10PM
PIZZA MAN WANTED
Apply in person
SUPERVISOR PIZZA
Apply in person
LAWRENCE & NEWBURGH
Livonia

BARMAIDS & WAITRESSES wanted for Club Lounge days and nights Must be attractive and neat Experienced preferred Apply Gary's Wayne Road Plymouth Mich Ask for Gary or call for appointment 453-7711

LOCO PIZZA Now hiring Person needed Apply within Loco Pizza 27000 W 7 Mile Redford

HOSTESS CASHIER Experienced preferred but not required Apply in person Mr Lee's Restaurant 31500 Ann Arbor Trail Dearborn Heights

FULL TIME WAITRESS
Bar day work Whether hand job and benefits Apply between 2-4 PM
Apply in person BEERMASTER 29411 Ann Arbor Trail Livonia

YOUNG MAN for Gas Station Must be Neat and Cashier Customer Relations but Experience not required Good Opportunity Apply Mr Ken Wilson Sinclair Gas Station 30 Mile Rd Romeo

Sales Expediter
Expanding distribution to Sales Manager TPA Corporation Experienced preferred Manufacturing Distribution Background helpful Salary Commensurate with experience
CONTACT PERSONNEL
476-4550

Electrical Assembly Light Industrial Work Must be able to read blueprints Work in Farmington area Call 477-3400 Mr Bell

WAITRESSES Full or Part time Apply Mr Lee's Restaurant 31500 Ann Arbor Trail Dearborn Heights

500 Help Wanted

MACHINE OPERATORS experience desired but not necessary Apply between 9 and 3pm 225 W Pearl Plymouth 455-2300

SECOND COOK
Mature individual to assist chef and make salads Salary to super not necessary Apply Mr Garner Monday through Friday 9 AM to 3 PM for appointment
FARMINGTON NURSING HOME
30435 Folsom Rd Farm
477-7400

EXPERIENCED PARTS CLERK WANTED Must have knowledge of inventory control and well rounded parts background to work in Remote Area We are an Equal Opportunity Employer and if you meet the above requirements Please contact Mr Summerfield 476-6111

PRESS OPERATOR 6 months experience Starting pay $2.50 per hour 9 Mile Newburgh area Hours 3 PM 10 PM 338-3650

PRODUCTION & FRAGRANCE Lab Asst Male preferred some chemistry background preferred wage commensurate Apply Mr Hall Laboratories Rogers & T Mc Nichols

DRAFTSMAN
Automatic small parts blue term period paying good salary Full benefits including company paid Holidays vacation Blue Cross life insurance and pension Apply
Tri-Motion Inc
22704 Wallace Farm
477-7490

GENERAL MANUFACTURING Plant may preferred apply in person 9 AM 5 PM Northville Laboratories Rogers & T Mc Nichols Road

HAIRDRESSER wanted for small salon in downtown Plymouth 453-3008

FURNACE CLEANERS & CARPET CLEANERS wanted Will train Apply at 27376 Schoolcraft Inkster Rd Livonia 522-3664

Nugget Restaurant
FULL TIME ONLY
DISHWASHERS & BUS BOYS
Apply in person 8-5
Nugget Restaurant
30555 W 7 Mile Rd
Farmington

HAIR STYLIST
Wanted For Northville Beauty Salon Full time Available Date 348-9130

500 Help Wanted

BRIDGEPORT MILL HAND Experienced person for Tool Shop Overtime All benefits days 37 50 per hour
LOC PERFORMANCE TAYLOR, MICHIGAN
295 1600

BOY OR GIRL to warm Pizza business age 16 or 17 part time work Must be neat and clean Dante's Pizza Farmington Call after 4 477 3210

Dietary Aides
Day shift full time Mature people preferred Good benefits and pleasant surroundings Apply Mr Garner 9 AM - 3 PM Monday through Friday
FARMINGTON NURSING HOME
30435 Folsom Rd Farm
477-7400

FULL and part time dishwashers wanted Full and part time busboys wanted Merrick's Restaurant Southfield Apply in person between 3 and 6 PM Monday thru Friday 353-8144

WAITRESSES WANTED Immediate openings for Wait staff Must have experience Full or part time Apply in Person only
BLOOFIELD CANOPY
6360 ORCHARD LAKE RD

Housekeeping Aides
Day shift full time Pleasant surroundings GREAT BUSS Apply Mrs Clark 9 AM to 3 PM Monday through Friday
FARMINGTON NURSING HOME
30435 Folsom Rd Farm
477-7400

EVENING WORK
We have openings for 1 mature person A clear voice and pleasant personality a must to set appointments over the phone Work evenings 5 8 on our Southfield office Call Mr Barr 569-3613

WANTED
MAINTENANCE MAN plus cleaning For 200 unit apartment complex 327 3622

SERVICE STATION needs Drive way Salesman Able to make minor repairs repairs and lubrication Must be 18 years old Arbor Main 76 Service 223 W Ann Arbor Rd Plymouth

COOKS
WAITRESSES
BUSBOYS
Experience not necessary Apply in person
PALACE FINE FOOD
7707 Ann Arbor Rd
Plymouth

COSMETIC GIRL cashier over 20 years old preferred apply in person only Richardson Pharmacy corner Ford Rd Lilley Canton

MACHINE OPERATOR for both Developing and Printing Board Must have machine shop experience Excellent working conditions Please send resume and salary requirement to Box 100 Observer & Eccentric Newspapers 36251 Schoolcraft Livonia Michigan 48150

WAITRESSES days and nights Must be attractive and personable Apply Golden Acres Inn 600 Starkweather Hwy Trov Jim Alexander 349-6700

BRIDGEPORT OPERATION with experience in pocket molding tool holders boring bars and mill Long Colors Rochester area 652-2663

BENCHHAND Experienced machinists Must be able to work from blueprints have own tools 22 year old firm with own product Located in Southfield All benefits 444-6326

WORKING PRESS
Major or Repair Full time 2nd or 3rd shifts Must have good references Good pay & fringe benefits Apply
Sealtumer Detroit Inc
23800 Research Dr
Farmington 48024
In Farmington Industrial Park

MACHINE BUILDER REBUILD CAR Must be qualified help to make lecture sub assembly rebuild defective parts assembler Visual Knowledge of pneumatic and hydraulics desirable Training and turn around time on specials Good opportunity for the right people Experience and maturity considered an asset Call Mr George at 933 6660

ALUMINUM WINDOW Assemblers experience not necessary Blue Cross and other benefits Steadiness around work Warner Aluminum Windows & Doors 12345 Schaefer Detroit Rear Bldg

MECHANIC Service Station daushift must be mature adult man who can perform quality work Arbor Main 76 Service 223 W Ann Arbor Rd Plymouth

500 Help Wanted

Jig Bore Operator
Lathe Hand
Must Be First Class
Days - Top Rate
37100 Amrheim
1 Block East of Newburgh
1 Block N of Plymouth

EXPERIENCED BEAUTICIAN wanted with following or will open shop under new management Franklin Simon Beauty Salon

PRINTER - Instant printing shop A B Dick 300 336 612 651 5484

Tool and Die Maker
Experienced journeymen good pay excellent fringe benefits Steady work
All Products
12238 Woodbine
Telegraph Plymouth Area

SIGN OF THE BEEFEATER Waitress opportunity 4½ to 8 day work week $410 to $130 per week Hospitalization & Disability Insurance Apply 14 PM 18001 W 8 Mile Mon thru Fri

PROVIDE FOSTER CARE for retarded children or adults (Wayne County) Receive financial assistance and professional support Contact Wayne Center 942-2600

COOK
FOR SNACK BAR
Nights & weekends Prefer experienced mature woman depend able and honest Apply in person
MAYFLOWER LANES
30000 Plymouth Rd
½ Mile W of Beech Daly

WHEEL ALIGNMENT and wheel balancer trainees Apply in person Harold's Frame Shop 22500 W 8 Mile Redford

AGGRESSIVE YOUNG married man for our Western Wayne Coal Co customers Prefer 21 29 years old Salary commensurate Will pay up to $250 a week while in training Earn up to $1000 earned $18,000 a year after training Only career minded need apply Call Mr Dan Mudd 261 5700

NO EXPERIENCE NECESSARY We've got over 300 jobs to choose from
Young men and women
Good Pay and benefits
Educational Opportunities
You owe it to yourself to check it out
ARMY OPPORTUNITIES
20327 Ford Rd Garden City
Phone 261 9010

PROGRAMMERS for small Data processing department Applications Neat or Clean North suburban Must resume to Box 100 Observer & Eccentric Newspapers 36251 Schoolcraft Livonia Michigan 48150

TYPEWRITER ADDING MACHINE REPAIRMAN top wages no experience necessary Will train Apply Golden Acres Inn 600 Starkweather Hwy Troy Jim Alexander 349-6700

MASSEUSE WANTED Experienced or to train the right person Must be dependable Call between 10 5PM Rita & Herb's Sauna 348-7380

L.P.N.'S
Attention
New Salary Rates
The Veterans Administration Hospital Ann Arbor Mich an active teaching hospital affiliated with the University of Michigan has immediate positions available for licensed Practical Nurses in Med Surg and ICU
These are permanent U S Civil Service positions with full range of Civil Service benefits The salaries for LPN's with no experience are $6 29 per hr 6 months experience $6 67 with 1 year and with 1½ years or more experience $6 921 Effective on November these initial base pay rates will be increased to $6 984 $7 73 and $8 342 respectively 10% shift differential is paid for afternoon and midnight shifts
For immediate interview please call Mr Norman Eaton Personnel Service VA Hospital Ann Arbor Mich 313 769 1100 ext 231
An Equal opportunity Employer

CASHIERS
Full and part time over 18 experienced help preferred Paid vacations fringe benefits See Mr Warren Sherman Prescriptions Maple at Lahser Rd

MECHANIC WANTED Must have experience electrical pipe fitting and welding Preferably on laundry machinery Good pay and fringe benefits Call Max 9 Am to 2 Pm 421 6700

WAITRESSES afternoons 18 and over Bakeshop middle aged experienced Sun 893 week plus tips Apply in person Palace Restaurant 12801 Greenfield near Schoolcraft

PRODUCE MEN
Experienced for full time employment Must be over 18
Apply in person to JOE'S PRODUCE 33152 W 7 Mile Livonia

BUS BOYS afternoon mornings apply in person Palace Restaurant 12801 Greenfield near School craft

SERVICE STATION 2 driveway salesman wanted full time days or nites week Apply in person Northwestern Middlebelt Shell Brewster experience helpful but not necessary

AIRLINE TICKETING COURSE See Education Instruction classification 318

HOUSEWIVES
Earn as extra $3 to $6 per hour stuffing hobby classes at home Thru Cherie Liquid Embroidery Call Shirley 453-3180

BOOKKEEPER SECRETARY Experienced in accounts receivable payable and payroll secretarial duties Berkley 542-2272

JOURNEYMAN ELECTRICIAN
Rochester Michigan
For Further information
OR INTERVIEW
651-5300 Ext 260 or 261
An Equal Opportunity Employer

SHORT ORDER COOK Experienced Only need apply After noons Apply in person Farmington Country Club 27700 Halgerty Rd Twp Sat 9 5

MANAGER
MGR. TRAINEES
Salary and commission gas station experience preferred Apply between 9 AM and 12 Noon
TULSA OIL
26235 W 7 Mile, Redford

SERVICEMAN
IN PLUMBING & HEATING
Wanted for Livonia Inquiry Call 477 3033

500 Help Wanted

HOSTESSES
New W Bloomfield restaurant is now Accepting applications for HOSTESSES Day and night positions available Experience preferred Call for appointment
855-2770

LATHE HAND Good wages fringe benefits own tools required 477 3780

MAINTENANCE MAN for 152 unit apartment complex Knowledgeable in repairs Good benefits and salary commensurate with experience Livonia 427 6070

EXPERIENCED cooks and wait persons Full or part time days and afternoon shift available Apply Egg Cetera Restaurant 12000 Ford Rd

WAITRESSES
BARMAIDS
BUS BOYS
HOSTESSES
KITCHEN HELP
For new W Bloomfield restaurant cocktail lounge Applications now being taken Interviewing 12 to 3 Pm Monday thru Friday
CENTAUR
Rink Side Restaurant
6600 DRAKE RD
At Walnut Lake Rd
855-2770

Housewives
Tired of the everyday boring routine? Want to get out and work for the fabulous Casual Corner of Northland? We have openings for both full and part time salespersons Positions are permanent Pleasant working conditions Best employee discounts and benefits If you think you would like selling or have had only retail background we would like to talk to you Call Ms Dee of Northland 569-6004 569-6005

DONUT FINISHERS and SALES PERSONS nights days will train Apply THE DONUT SHOP NE 12208 Ford Rd at Lilley Canton

HOUSEKEEPERS
FULL & PART TIME
Apply In Person Set 9 AM 3 PM
FRANKLIN MANOR
CONVALESCENT CENTER
352-7390
TROFF INN Waiter and Waitress craft waitresses and barmaids Days and nights 532 9085

NEAT Clean person for Detroit Newspaper Delivery Program Must have own car North suburban area Must resume to Box 100 Observer & Eccentric Newspapers 36251 Schoolcraft Livonia Michigan 48150

SARATOGA TRUNK 12950 Grand River Waitress experienced food and cocktails Call for interview 349-3420

ASSISTANT MANAGER
Excellent opportunity for a young man interested in a profitable future with independent Northwest area location No experience of office work necessary Mr Murrow 327 1230

EXPERIENCED
SIGN PAINTER
655 5266
655 2849

BURGER CHEF needs a porter to do opening morning chores Hours 7 to 11 noon Monday thru Friday Apply in person 27326 Grand River Livonia

DISHWASHER full time after noons Good salary Apply in person after 3PM Chris Coleman's Land 444437 Ann Arbor Rd Plymouth

PHARMACY CLERK Full time Experienced preferred Apply Kerr Drug 21700 W 8 Mile Southfield

HAIRDRESSER
For grooming salon in Plymouth Ask for manager
453-3243

ADULT LADIES Part Time Phone Selling
343 9238

REAL ESTATE MANAGEMENT OPPORTUNITY
Chamberlain Realtors are seeking a success oriented individual for a career in the management offices Preferably this person should have a degree in real estate or have experience and knowledge of the South Oakland County area Job duties will include Contract Administration Coordination of the Chamberlain Management Program and Research Relocation Regional Vice President
Phone 557 6700
chamberlain
557 6700

PAINT TINTER wanted minimum 3 years experience for paint manufacturer manor benefits Apply in person Lewis Paint Paint & Chemical Corp 2461 Telegraph Road near 10 Mile Southfield

CLUB TRAINEE out of school apply in person Palace Restaurant 12801 Greenfield near School craft

GUARDS
FULL & PART TIME
All shifts available
GOOD PAY
Excellent benefits
255-2600

FULLER BRUSH CO has 2 well established Routes now open Farmington Hills & Livonia area $6 per hour average to start Pad when new call 476 2320

MANAGERS
ASST. MANAGERS
SKILLED MAINTENANCE Special training in appliances Our employees know about this ad
721 3600
An Equal Opportunity Employer

502 Help Wanted Dental-Medical

MEDICAL ASSISTANT for a new family practice office N Oakland Center Area Experienced Send typed letter resume and salary history P O Box 297 Garden City 48135

LPN
MIDNIGHTS & AFTERNOONS
If you are an LPN with desire to do more with your career then we have done it the past We will provide the atmosphere and opportunity to grow as a Nurse and help you develop your abilities as a Supervisor of patient care We are in need of 3 LPN's with this desire and potential Are you willing to try? Call or visit us at Westland Convalescent Center 36120 W Warren Westland Michigan 729 2170

502 Help Wanted Dental-Medical

DENTAL SECRETARY experienced must be able to run front desk good telephone office South field Box 100 Observer & Eccentric Newspapers 36251 Schoolcraft Livonia Michigan 48150

MEDICAL ASSISTANT 5000 Beautiful Medical Center in Lake Light experience Some typing 8 to 5 Pm Mon - Fri Great benefits Call Eileen 559 5500
Sterling & Sterling Agency

NURSES AIDES No experience necessary Openings on day and midnight shifts Apply in person Mt Vernon Nursing Center 26715 Greenfield South of 11 Mile South field 18AM to 4PM

ATTENTION RN's and LPN's Openings for all shifts full time and part time Southfield area Call between 10AM and 5PM 557 0004

NURSES
NURSES' AIDES
Full & Part time
Apply in person
LAHSER HILLS
NURSING CENTER
25300 Lahser Rd Southfield
354 2222

RN LPN Full time positions available on midnight shift Part time available on 3 PM and midnight shifts Call positions for all 3 shifts Paid orientation extensive in service program 9 Mile and Green Field Call Mrs Hoy 9 AM to 3 PM 569-1500
An Equal Opportunity Employer

NURSES AIDES All shifts full and part time Experience preferred but not necessary Apply in person Wellington Center Co 21011 Middlebelt Farmington between Grand River & 8 Mile

NURSES AIDES
Days and midnights full time will train Also weekend help only available See Mrs Maynine
Nightingale West
8223 Newburgh Rd
Westland Nr Joy Rd

DENTAL ASSISTANT
Experienced persons to work full time chairside for Plymouth area dental Must have own transportation
453 6443

BIRMINGHAM
Experienced dental Assistant high end salary & benefits available For qualified person Only experienced persons willing to assume responsibility in challenging environment need apply Write Box 100 Observer & Eccentric Newspapers 36251 Schoolcraft Livonia Michigan 48150

LPN-RN
Days Afternoon and Midnight shifts Good starting salaries Medicare facilities See Mrs Ferguson
Nightingale West
8383 Newburgh Rd
Westland Nr Joy Rd

RN'S - LPN'S
HOME HEALTH AIDES
Work Full or Part Time
Good pay & Benefits
QUALITY CARE
967-2022

ORTHODONTIC ASSISTANT to work in Livonia Experience necessary in Dental field 4 day week Wage benefits Call Wednesday 10 12 and Friday 10 12 422 2266

Recreational Therapist
Full or Part time
Apply in Person
ARDMORE ACRES
Nursing Home
19810 Farmington Livonia

DENTAL HYGIENIST
North Oakland area The diagnosis section of our group practice Monday Friday 8 5 Pm Some convention requires an additional full time hygienist Experience is preferred & dedication is required 943 2400 Ask for Mrs Hoving or Mrs Farmer Regina have our strictest confidence Rick Hoving D D S Orthodontic Associates 36251 Schoolcraft Livonia Michigan 48150

NURSE'S AIDES all shifts apply in person University Convalescent and Nursing Home 29100 Ann Arbor Road Livonia Located between Inkster & Middlebelt Roads

HOUSEKEEPING AIDE
New Hospital Experience preferred but will train Full time days shift Apply in person
Straith Memorial Hospital
22901 Lahser Rd Southfield between 9 & 10 Mile Rds
Transportation Necessary
An Equal Opportunity Employer

NURSE AIDES All shifts Apply provided Pleasant working conditions chance for advancement Apply between 8 AM 2 PM Mon thru Fri Whitmore Lake Convalescent Center 8633 N Main Whitmore Lake 20 miles N of Downtown Plymouth

HYGIENIST part time Pleasant working conditions Warren
573 9090

NURSE AIDE
TRAINING CLASS
Beginning Oct 25th for afternoon and midnight shifts Earn and learn Good pay and benefits Elsa and surroundings Apply Monday thru Friday 9 to 4 Pm
FARMINGTON NURSING HOME
30435 Folsom Rd Farm
477 7400

DENTAL
RECEPTIONIST
Excellent opportunity for career minded person who can handle the front desk Specialty practice EX PERIENCED ONLY Pension profit sharing insurances so benefits
647-7739

RNS & LPS full or part time Day and afternoon shifts Apply Alt NOLD HOME 18670 W 7 Mile KK 1 6001 Ext 36

RN CHARGE NURSE for After noon shift Apply ARNOLD HOME 18530 W 7 Mile KK 1 6001 Ext 36

DENTAL ASSISTANT
EXPERIENCED Part time High to professional office Avoid the trash member Salary open Livonia Redford area 427 6310

RN-LPN
Enjoy a rewarding career working with the retarded Advancement opportunities and job security Excellent salary and fringe benefits Contact Nursing Department
PLYMOUTH CENTER
For Human Development
453-1500 Ext 212
Mon - Fri 8 AM - 4 30 PM
An Equal Opportunity Employer

SURGICAL NURSE or OR Tech person needed for full or part time office surgical practice Send resume to Mrs Fennel 37000 Schoolcraft, Livonia Mich 48150

DENTAL RECEPTIONIST Experienced with knowledge of charting, assisting helpful 4 days week, some Sat ½ Must do insurance forms Maple Telegraph Area 348 2000

502 Help Wanted Dental-Medical

LPN
Pleasant working conditions at new female care center near Southfield 3 Day week Call after 6 PM
538-2020

NURSE AIDES
Afternoon and midnight shifts Full time preferred Experienced Good pay benefits and shift differential Apply 8 5 Monday through Friday Nursing Dept
FARMINGTON NURSING HOME
30435 Folsom Rd Farm
477-7400

RNS
Full time Afternoons $40 per day Apply Dorian Convalescent Center 28278 Merlick Livonia 478-6600

RECEPTIONIST opthalmological office full time Southfield area Blue Shield experience required Opthalmologic experience preferred Write to Box 948 Observer & Eccentric Newspapers 36251 Schoolcraft Livonia Michigan 48150

RNS or LPNS
ALL SHIFTS Full or part time Good wages benefits and shift differential Pleasant surroundings Apply 9 6 Monday through Friday Mrs Linden
FARMINGTON NURSING HOME
30435 Folsom Rd Farm
477 7400

NURSES RNS LPNS 3 PM 11 PM 11 PM 7 AM shifts available Also CHARGE NURSES & SUPERVISORS Call Director of Nurses Whitmore Lake Convalescent Center 449-4131

NURSES AIDES all shifts full or part time If interested in working where Geriatric patients are our main concern will train Apply Hagerty Convalescent Center 165 Hagerty Rd Plymouth

NEEDED IMMEDIATELY
RNS $363 to $437 LPNs $463 to $573 Full time or part time nurses assignments near your home Private duty staff relief out standing benefits no fees
Medical Personnel Pool
569 1950

HOUSEKEEPERS day shift full or part time Apply Hendry Convalescent Center 188 Haggerty Rd Plymouth

ON JOB Nurses Aides training full time limited part time Days afternoons midnights Apply 9 AM 3 PM Dorian Convalescent Center 28278 Merlick Livonia

504 Help Wanted Office-Clerical

AUTO DEALER WARRANTY CLERK Accurate typist Apply Mark Darrow Dodge Livonia 34 36501 Plymouth Rd

INDUSTRIAL DISTRIBUTOR requires person minimum 3 years experience for Telephone Receptionist Accurate Typing Full benefits Must have excellent references 12 Mile 275 area 399 5600

ADDITIONAL $$ NEEDED? You can fight YOUR inflation battle by using your skills in temporary work All types of office work available in all the suburban and metropolitan areas Don't wait to get back in the job market Call
542-9232
THE SCOTT GROUP
TOTAL EMPLOYMENT SERVICE

BOOKKEEPER $850
Fine suburban firm needs good typist with light accounts payable experience Great company benefits Harry call Ann 478 2500
Sterling & Sterling Agency

STUDY DICTAPHONE $600 Excellent opportunity for bright gal diversified duties Plush surroundings Call Ann 478 2500
Sterling & Sterling Agency

Receptionist
Now selecting attractive pleasant woman over 35 for training as receptionist in business office of apartment complex Saturdays Sundays and Holidays from 10 AM 6 PM only those free to work all Saturdays Sundays Holidays need apply $2 35 per hour to start
474-7515

KEY PUNCH $540
Great hours at suburban office is looking for experienced Pocher Cost Accounts Kathleen 478 2500
Sterling & Sterling Agency

CLERK TYPIST
Recent high school grad must like variety detail and be quick and responsive Must type 50 WPM South field and 12 Mile 443 5718

LEGAL SECRETARY
For prestigious law firm Excellent typing and shorthand with Real Estate experience gets you this job Salary to $950 plus benefits FEE PAID

RECEPTIONIST
No experience necessary just good typing and some shorthand This Southfield firm will train Salary to $400 plus benefits
PREFERENCE PERSONNEL
362-3420

SECRETARY
Top Notch gal secretary to 3 consultants Must type 70 words per minute Outgoing with clients and able to handle busy office and a lot of variety Southfield and 12 Mile 443 5718

DICTAPHONE TYPIST $7200
3 year experience needed For Plush N suburban clinic Good benefits 3 weeks vacation first year Call Linda 478 2500
Sterling & Sterling Agency

RECEPTIONIST $6300
Good typing Previous experience Suburban FEE PAID Zetta 559 6700

RAY TURNER PERSONNEL III
18280 W 10 Mile Rd
SOUTHFIELD

BOOKKEEPER $6100
Small W Suburban firm seeks Bookkeeper to trial balance trial spot for bright gal A place to grow Call Kathleen 478 2500
Sterling & Sterling Agency

504 Help Wanted Office-Clerical

GENERAL OFFICE Bloomfield Hills area full time 642 2923

Keypunch Operator
Full time afternoons Minimum 1 years experience on 029 and 129 Permanent position Pleasant working conditions Fringe Next area Call Max Harrier weekdays between 10 AM and 3 PM
349-5000

RECEPTIONIST Farmington Hills area Typing light bookkeeping general office skills required 442 6522

FULL CHARGE BOOKKEEPER with accounting experience for small corporation Personal and business references are essential Troy location Call for an appointment 588 5160

SALES
SECRETARY
Rapidly growing firm in Livonia looking for girl to work in sales area coordinating sales and advertising material Must have experience in marketing or advertising
261-9400

CREDIT EXPERIENCE Woman with credit experience light bookkeeping and typing helpful Nov Farmington area Call Mr Hug for appointment between 9 Am and 12 30 Am 478 8100

RECEPTIONIST for large machine manufacturing company located in Farmington Industrial Park 474 7642

CLERK
Sharp Girl over 35 with light typing ability for position in Farmington office Previous office experience required Write Box 100 Observer & Eccentric Newspapers 36251 Schoolcraft Livonia Starting at $120
474-7511

TYPIST
Typing Letters & General Typing No Shorthand necessary Mailing duties & filing Utah Park Area 532 7613

ATTRACTIVE OFFICE needs receptionist and general office work Typing necessary some experience Nora Mrs Gray 557 7211

LEGAL SECRETARY FEE PAID
Top notch suburban firm is looking for your legal knowhow and speedy typing now! Benefits plus $450 Call Sherri Dorothy
569 0400
Snelling & Snelling
PERSONNEL

MEDICAL BOOKKEEPER TRAINEE $150 plus fringe paid Ideal for interested Bank Teller Ability to hours per week Starting wage $2 50 per hour Call
Snelling & Snelling
PERSONNEL

RECEPTIONIST SECRETARY To work in plush suburban office Admitting work and light secretarial duties Bright but not necessarily skilled girl Top job Benefits Salary open Call Mr Hoover Benefits Salary open Call
PROFESSIONAL PERSONNEL
557 1850

GENERAL OFFICE work Good typist and accountants to handle light bookkeeping Salary open Call Mr Hoover
SALES SECRETARY to $700 Free Paid Light S H Accurate typing Investigate this position Call Mr Hoover
INSURANCE SECRETARY $650 Free Paid Light typing Fringe benefits Call Mr Hoover
Call Mrs Hoover 477 7640
SUBURBAN PERSONNEL

NEED IMMEDIATELY a good phone receptionist for Inkster Motors office in Livonia Must have ability to start Paid vacation experienced preferred Call Mrs Hoover 557 1850
Snelling & Snelling
PERSONNEL

SECRETARY
Insurance Company located in Southfield seeks shorthand 40 wpm Minimum 2 to 3 years experience Accounting experience helpful Full benefits including vacations and fringe benefits $650 to $750 call for appointment
Snelling & Snelling
PERSONNEL

STENO
Beautiful Troy firm needs experienced secretaries with typing and shorthand Benefits $650 Fee paid
LOIS RAY PERSONNEL
559 0360

HOSPITAL RELIEF $100
For personnel department needs job applicants and employees Handle forms and letter typing Call 223 7878
Sharron & Associates Agency

ENGINEERING
SECRETARY
3 to 5 years experience in technical organization Excellent typing shorthand and composition $650
LOIS RAY PERSONNEL
559 0360

504 Help Wanted Office-Clerical

CLERK TYPIST $147
For accounting department of growing company Handle incoming call type invoices and letters Benefits with Dental Plan Call 525 7870
Sharron & Associates Agency

OFFICE HELP wanted applicant must be intelligent and have pleasant personality work in square frequent telephone contact with customers as well as suppliers The ability to work with numbers important Some typing Contact Tom Hucke 313 6158

TYPIST statistical experience for 1 girl CPA office located in South field 355 0878

ACCOUNTING
CLERK
Excellent opening for experienced Accounting Clerk with Associates Degree in Accounting We offer an excellent opportunity in a progressive company Good salary and liberal employee benefits Send resume or call Mr Ballyes
349-6700
GUARDIAN INDUSTRIES
43043 W 9 Mile Rd
NORTHVILLE 48167

CONSTRUCTION COMPANY in Southfield needs full time girl with excellent typing skills knowledge and experience Some general office duties Salary open Call Mrs Ann at 352 3323

SECRETARY Receptionist North land area General office duties Must be motivated Salary commensurate with experience Ask for Mr Avery 353 8656

Office Girl
Part or full time typing Bookkeeping Light office work Grand River & Lahser area
533 0944

GIRL FRIDAY
Wanted immediately To answer phones some typing & other duties Little or no experience needed Good pay & benefits Interested call and make an appointment 422 5220

PERMANENT POSITION in accounting office of a retail chain Must be very good with figures 8 Mile Telegraph area Mrs Ellis 533 0450

TWELVE FLOORED TIRES!
Nationally known volunteer organization needs typist with 3 advancement opportunities for your typing skills 3123 to start Call Debbie 559 0400
Snelling & Snelling
PERSONNEL

EXPERIENCED LEGAL Secretary wanted for Northville firm Excellent salary and benefits Hours are flexible 35 hours per week Starting wage $3 50 per hour Call
Snelling & Snelling
PERSONNEL

RECEPTIONIST SECRETARY To work in plush suburban office Admitting work and light secretarial duties Bright but not necessarily skilled girl Top job Benefits Salary open Call Mr Hoover Benefits Salary open Call
PROFESSIONAL PERSONNEL
557 1850

GENERAL OFFICE work Good typist and accountants to handle light bookkeeping Salary open Call Mr Hoover
SALES SECRETARY to $700 Free Paid Light S H Accurate typing Investigate this position Call Mr Hoover
INSURANCE SECRETARY $650 Free Paid Light typing Fringe benefits Free paid Call Mr Hoover
Call Mrs Hoover 477 7640
SUBURBAN PERSONNEL

NEED IMMEDIATELY a good phone receptionist for Inkster Motors office in Livonia Must have ability to start Paid vacation experienced preferred Call Mrs Hoover 557 1850
Snelling & Snelling
PERSONNEL

SECRETARY
Insurance Company located in Southfield seeks shorthand 40 wpm Minimum 2 to 3 years experience Accounting experience helpful Full benefits including vacations and fringe benefits $650 to $750 call for appointment
Snelling & Snelling
PERSONNEL

STENO
Beautiful Troy firm needs experienced secretaries with typing and shorthand Benefits $650 Fee paid
LOIS RAY PERSONNEL
559 0360

HOSPITAL RELIEF $100
For personnel department needs job applicants and employees Handle forms and letter typing Call 223 7878
Sharron & Associates Agency

CLERK-TYPIST
Several openings with excellent certain companies Require typing skills of 45 wpm Salaries dependent upon skills Benefits Free paid Apply today
Call Mrs Ann at 559 7640
Quakertown Plaza 22063 Haggerty Farmington Hills

MANUFACTURERS REP needs full time girl Typing and light clerical duties Knowledge of manufacturing helpful Salary commensurate with experience Call for interview 476 7300

SECRETAGY
Insurance Company located in Southfield seeks shorthand 40 wpm Minimum 2 to 3 years experience Accounting experience helpful Full benefits including vacations and fringe benefits $650 to $750 call for appointment
Snelling & Snelling
PERSONNEL

AVAILABLE NOW
Secretaries
Jr Secretaries
EDP Operators
Keypunch
Typist
Receptionists
ACCURACY
PERSONNEL
Affordable Personnel
Service
BIRMINGHAM 642 8222
SOUTHFIELD 352 2300

BOOKKEEPER
Southfield Bookkeeper to manage with general ledger trial balance and payroll experience 559 6300

500 Help wanted

EMPLOYERS
WHITMAN & BARNES A cutting edge productivity company in Plymouth Michigan is looking to assist our employees in locating new employment opportunities, we are conducting JOB FAIRS where interested employers may sit down at our facility and explore possible job opportunities in their specialty.
The JOB FAIRS will be held on OCT 22 23 and 29th We are prepared to assist at the JOB FAIRS by making available employee experience information.
Should you have an interest in participating in the JOB FAIRS contact
MR DANIEL GREEN
PERSONNEL MANAGER
PHONE 313-453-5000
On or before OCT 20th
Your particular interest will be reviewed and your representative(s) will be scheduled for the appropriate JOB FAIR(S)
WHITMAN & BARNES
40600 PLYMOUTH RD PLYMOUTH MICH 48170

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