Female Help Wanted 3-2D Miscellaneous

CASHIERS
Full and part time for retail store. Experience with cash register preferred but will train women who show interest and figure aptitude.
MOHAWK LUMBER & HARDWARE CO.
33600 Plymouth Rd.
Livonia

NURSES aide relief, experienced, mature. Small nursing home. Farmington. GR 4-6570

MANPOWER is GIRLPOWER. Phone it on. 965-7000

OPERATORS
For small machine. Now hiring for all shifts.
AMERICAN
PLASTIC PRODUCTS CO.
2701 W. Maple Rd.
Walled Lake

MOTHER and housewife earn extra money by caring for my dog. 5 days per week, $1 per day. My transportation. Plymouth-Northville area. After 5 p.m. 455-2834

RN's & LPN's
Full or part time. All shifts, top pay, benefits. Call Mrs. Fine, 261-5300.
Nightingale Convalescent Center
8365 Newburgh Rd.
Westland

SHIRT presser. Boson operator. Experienced only. Call Nakita Cleaners. 728-7170

BEAUTICIAN with clientale. 31171 Ten Mile Rd., Farmington. 477-2110

GIRLS
Age 18 to 30 for
PUMPING GAS
in a new service station
FULL TIME
AND PART TIME
Muncey's Marathon
349-9738

CLERK-typist. PM in for girl on leave of absence. A fun place to work. Light typing, good phone voice, good personality. Call Liz at MANPOWER. 965-7000

MANICURIST wanted at Coiffures de Roma, 29371 Orchard Lake Rd., Farmington. 851-3090

HOSTESS
Attractive hostess wanted for work that is different and interesting. Must be free to travel in the area and have own transportation. Immediate full and part-time work available, however, you must be 18 years old or older.
For details and personal interview, write or telephone COLLECT:
ALMA (517) 463-1161
Leonard Refineries, Inc.
Alma, Michigan 48801
An Equal Opportunity Employer

Female Help Wanted 3-2E Office/Clerical

A & A PERSONNEL
of LIVONIA
15420 FARMINGTON RD. REGISTER WITH US FOR GOOD POSITIONS. W. DETROIT AND SUBURBS. QUALITY PLACEMENT FOR QUALIFIED PEOPLE.
CALL MRS. ELLISON 261-8100

TYPIST-DICTAPHONE
We have assignments available now in your area. We dispatch right from our suburban office. Our rates are top and we have a great bonus and vacation plan. Please come in or call.
AMERICAN GIRL
Temporary Service
LIVONIA Interviews 10-3 Monday, Thursday, Fri., 31250 Plymouth Rd. Doris Ayers 261-4680
22148 MICHIGAN Dearborn
Room 305, Calvin Theatre Bldg. Ruth McGuire 565-8010

MEDICAL ASSISTANT
Experienced all around girl. 4 nights and ½ day Sat. Call KE 7-0520

Full Charge BOOKKEEPER
Northwest Detroit Area
All Employee Benefits
Permanent Position
Salary Commensurate with Ability
933-4074

BEAUTY operator, female, full time Livonia area. Good stylist. Guarantee and commission. Call Mr. Howard. 476-4330

BANK TELLERS
Full and Part Time
Applicants with good math aptitude and recent clerical cashier or business — related experience. 20 years of age or over.
Apply
PERSONNEL DEPT.
Mon. Thru Fri.
9:30 a.m.-4 p.m.
LIVONIA NATIONAL BANK
34900 Plymouth Road
at Wayne Rd., Livonia
An Equal Opportunity Employer

ACCOUNTING CLERK
Accounts payable and cash dispensements experience required. Must be able to use bookkeeping machine. Must have mathematical aptitude. Good working conditions, good benefits. Plymouth Telegraph Rds. area.
538-2400, Ext. 28

Female Help Wanted 3-2E Office/Clerical

A+ SECRETARY
Legal or General
$500-550 FEE PAID
Call Mrs. Moorhead 474-7210
INTERNATIONAL PERSONNEL

OPPORTUNITY for full time counter girl. Hours 7 a.m.-2 p.m. Fine working conditions, excellent pay and benefits. One Hour Martinizing. 25600 Orchard Lake Road. 851-2363

BOOKKEEPER
Some Experience - Will Train
Apply
UNIROYAL HOME AND AUTO CENTER
19268 Middlebelt
Livonia
Across from Livonia Mall
477-4840

EXPERIENCED dental assistant. Excellent salary. Pleasant working conditions. Office in Dearborn Hts.-Garden City area. Write box #4815 c/o Observer Newspapers, 29449 W. Six Mile, Livonia, Mich., 48152. All replies confidential.

BOOKKEEPING MACHINE
Operator $450
SECRETARY ..... $100 Weekly
CLERK TYPIST $85
WESTLAND EMPLOYMENT BUREAU
18224 Farmington Rd.
Livonia
477-6481
477-5935

DENTAL Assistant, Plymouth, experienced, every other week. 453-5292

PAYROLL CLERK
Experienced in all phases of payroll computing and reports. Payroll processing done via computer. Liberal fringe benefits.
APPLY AT
CLARENCEVILLE Board of Education
28830 W. EIGHT MILE RD.
FARMINGTON
Between Middlebelt and Grand River Ave.

COUNTER clerk, will train, good benefits with paid vacation, holidays and hospitalization. Apply Indian Village Cleaners, 31280 Five Mile at Newburgh, Livonia. 422-9683

GENERAL OFFICE
Dictaphone experience preferred. N.W. section. Good working conditions.
KE 2-7692

SHARP STENO $433
Jr. girl who would like a real opportunity to put shorthand skills to work! Congenial boss. Benefits.
Harriet Sorge Personnel
One Northland Plaza
353-1550 444-5454

Female Help Wanted 3-2E Office/Clerical

KEY PUNCH
Experienced IBM key punchers wanted for afternoon and midnight shifts. Excellent salary, fringe benefits and working conditions. Apply in person at
COMPUTER SERVICES CORP.
23225 Northwestern Hwy.
Southfield, Mich.,
or call 358-3852, ext. 260

MANPOWER now gives free accident and hospital benefits—pass it on. 965-7000

BOOKKEEPER
to assist in handling books and records, payables, union and payroll reports and misc. office functions for commercial and residential construction operation. Previous experience necessary.
Office located 12 Mile - Farmington Rd. area. We are an equal opportunity employer. Send complete resume including availability and salary requirements to Box #4824, Observer Newspapers, Inc., 29449 W. Six Mile Rd., Livonia, Mich. 48152.

GIRL Friday for 1 girl insurance office. Pay commensurate with ability. Must type neatly, spell, do simple math and have a pleasing telephone voice. For interview call 834-6100

POSITIONS OPEN
Excellent opportunities, come in, send a resume or call 563-5070.
LEGAL SECRETARY, $135 to start if experienced, for trainee ..... $90-$110
PERSONNEL COORDINATOR, will train. Age 21 up, ... $80-$85 weekly
DICTAPHONE OPERATOR, Credit Dept. $433.50
CLERK TYPIST, 65-75 wpm, ... $381.50
MANY TYPIST-CLERICAL POSITIONS OPEN
MISTER EXECUTIVE AND BUSINESS GIRLS INC.
1800
GRINDLEY PARK AVE.
SUITE 7
Dearborn, Mich. 48124

WOMAN to work in very clean production department. Mechanical aptitude desireable. Call Mr. Hawkins. 477-2400

CLERK TYPIST
Neat appearance, pleasant telephone voice, good math aptitude, handwriting and typing skills a must. No experience necessary, will train. High school graduate, minimum age 18. For appointment call Keene Corporation. 863-4662.

Female Help Wanted 3-2E Office/Clerical

JR. SECRETARY $400. Fee paid for beginner with average skills. Southfield. Call Mrs. Evans, Suburban Personnel. 477-9640

SECRETARY
Opportunity for capable, reliable girl to advance both in salary and position.
WILLIAMS
Personnel
Division of
Williams Services, Inc.
DOWNTOWN
962-4036
NORTHLAND
One Northland Plaza
(Corner 8 Mile - Greenfield)
Suite 800
444-1516 353-1030

ASSISTANT Bookkeeper with accounts receivable experience for insurance agency. Call 356-5200

GENERAL OFFICE
Alert young lady answering telephone typing and light office work. No experience necessary. 14841 Meyers Rd., Detroit, near Fenkell.

INSPECTOR, counter, some sewing. Experienced, vacation, sick benefits. Evergreen Cleaners. KE 2-0063

SHIRT presser. Boson operator. Experienced only. Call Nakita Cleaners. 728-7170

CLERICAL
Position for high school graduates. Must have aptitude for figure work and typing ability. Visit our
Personnel Department
S. S. Kresge Co.
2727 Second, Detroit
Near Temple

SOCIAL Agency needs full time dictaphone typist interested in serving community. Weekdays. BR 2-1760

GENERAL ACCOUNTING CLERK
Immediate opening at our new Plymouth Division
Good salary and fringe benefits. Call
455-1400

CLERK typist. For small office. 40 hr. week, temporary position, but could lead to permanent employment. Farmington Products, 19641 Deering, Livonia. 474-3923

EXECUTIVE SECRETARY
Challenging diversified position for capable experienced girl with initiative. Assisting top man in beautiful new offices. Salary open. Fee paid.
WILLIAMS
Personnel
Division of
Williams Services, Inc.
DOWNTOWN
962-4036
NORTHLAND
One Northland Plaza
(Corner 8 Mile - Greenfield)
Suite 800
444-1516 353-1030

SECRETARY $525 fee paid. Good typing, average shorthand, personable. Birmingham. Call Mrs. Evans, Suburban Personnel. 477-9640

Female Help Wanted 3-2E Office/Clerical

DENTAL assistant, part time. Must be experienced. 655-5360

CLERK-TYPIST
Manufacturing company needs experienced young girl for order department. Typing speed 50-55 wpm. Good working conditions, good benefits. Plymouth-Telegraph Rds. area.
538-2400 - Ext. 28

BOOKKEEPER, typist for accounting office. Southfield area. Call 353-4650

SECRETARY
Experienced, good typing and shorthand skills. Liberal fringe benefits. For application call Mrs. Greene.
SCHOOLCRAFT COLLEGE.
18600 Haggerty, Livonia
591-6400 - Ext. 249

BOOKKEEPER, C.P.A. office, trial balance, payroll, simple stat ments. Near Northland. Sunday 626-0383. Monday 342-7150

CLERK FOR
REAL ESTATE OFFICE
REDFORD TOWNSHIP
3:30 to 8 p.m. A few afternoons during week and 9 a.m. - 5 p.m. on Saturday. $1.60 per hour to start. Send resume to box #4822 c/o Observer Newspapers Inc., 29449 W. 6 Mile Road, Livonia 48152.

FEMALE, general office. Typing. Some bookkeeping. Mail resume and expected pay to Box 207, Northville, Michigan 48167.

SHARP JUNIOR
With amiable personality and desire to learn various office machines. Salary open. Fee paid.
WILLIAMS
Personnel
Division of
Williams Services, Inc.
DOWNTOWN
962-4036
NORTHLAND
One Northland Plaza
(Corner 8 Mile - Greenfield)
Suite 800
444-1516 353-1030

TYPIST $350. Fee paid for beginner. Company will train. Call Mrs. Evans, Suburban Pers. 477-9640

ALL GIRLS (ANY AGE)
WE NEED
SECRETARIES
TYPISTS
COMP OPERATORS
KEYPUNCH
FOR
TEMPORARY OR PERMANENT POSITIONS
No Fee for Temporary Positions
Most Permanent Positions Fee Paid
WILLIAMS
Personnel
Division of
Williams Services, Inc.
DOWNTOWN
962-4036
NORTHLAND
One Northland Plaza
(Corner 8 Mile-Greenfield)
Suite 910
444-1516 353-1030

Female Help Wanted 3-2E Office/Clerical

BOOKKEEPING assistant. Inventory clerk. Minimum experience required. Some typing desirable. Must be reliable and willing to learn. 6 Mile-Telegraph area. 537-1535

SECRETARY $500. Fee paid for sales executive. Southfield. Call Mrs. Evans, Suburban Personnel 477-9640

OFFICE GIRL
Must be able to type. Call for appointment or apply in person.
Closed Mondays
MEADOWBROOK COUNTRY CLUB
349-3600

RELIABLE mature lady wanted for general office work in small office, Plymouth, Farmington Rds area. Typing required, shorthand if minute but not required. Will train, must be willing to learn. Send resume and salary request, hospitality room included c/o Observer Newspapers, Box 4826, 29449 W. 6 Mile Rd., Livonia, Mich. 48152.

TYPIST
Full time position available for girl with good typing skills at health agency, Northwest area. Interesting and varied
Call
273-7060

SECRETARY-Receptionist for office of medium size manufacturer in N.W. Area. Prefer younger girl with 1 or 2 years business school training and/or 1 or 2 years working experience. Must type well and be able to handle various office assignments. Good working conditions, competitive salary, fringe benefits and profit sharing. Send resume to Box 4820, c/o Observer Newspapers, Inc., 29449 W. 6 Mile Rd. Livonia, 48152.

CLAIMS clerk $550+. Fee paid. Company will train, light typing. Call Mrs. Evans, Suburban Personnel. 477-9640

STENOGRAPHER, $500+. Fee paid. Mature girl with good skills. Southfield. Call Mrs. Evans, Suburban Personnel. 477-9640

RECEPTIONIST. No fee. Northland. Some figure typing. Salary $450. Motor City Employment. 835-7000

3-2F Part Time/Temporary

LADIES Fashion Wagon of Minnetonka Woolen, part time openings, show beautiful fashions. No experience necessary. Must be 21. If you can work 3 evenings weekly, have transportation, would like high income, $300 wardrobe, call 261-0785

PART time mature girl to handle business and personal paper work for self employed individual. Some errands. KE 3-4078

MATURE Woman for general office work. 4 hours per day, 9 a.m. - 3 p.m., 5 days week. Typing required. Redford, Livonia area, law office. 261-2400

MOTHERS
IF SCHOOL TIME MEANS FREE TIME WHY NOT JOIN THE TRUEMAN PAYROLL WE NEED:
STENOS - TYPISTS - CLERKS
KEY PUNCH AND BURROUGHS SENSIMATIC OPERATORS
and other
SKILLED OFFICE HELP
TRUEMAN
INC.
GR 6-6130
or Apply at
32500 GRAND RIVER

3-2G Sales/Agents

SALES GIRLS
Sales experience necessary. Salary, incentive bonus. Apply in person. 11 a.m. to 5 p.m.
BERNARD WIG SALON
Livonia Mall

BE a "Quaintway to Fashion" counselor. Full time pay for part time work. Car essential, no investment, no delivery, $300 wardrobe given. Manager positions available: 1-437-6186

SALESLADIES
Full or part time retail store experience necessary.
Child's World
Twelve Mile
Telegraph at 12 Mile
353-8713

Female Help Wanted 3-2G Sales/Agents

WOMEN with children, 16 hours can earn $44.50. Choose your hours. Car necessary. No investment. Call Monday thru Friday, 9 a.m.-3 p.m. 535-0317 or 535-4582

FASHION WAGON of Minnesota Woolen has full and part time openings to sell clothing for the whole family. Must be over 21 and have car. No experience necessary. $300 sample kit furnished. For information, call 563-9270, 353-6635

NEWSPAPER RETAIL ADVERTISING SALES
Challenging sales position now available for an aggressive, responsible and imaginative person desiring a career with a growing, young organization. Must be experienced and able to prepare layouts. Permanent position, salary plus. Call Eileen Boze, Retail Advertising Manager at GA 2-3319 for confidential interview.
OBSERVER NEWSPAPERS, INC.
33050 Five Mile Road
LIVONIA, MICHIGAN

SALES WOMEN with a flair for interior decorating helpful to sell original oil paintings, for Livonia Art Gallery. Very high earnings. Sales experience important. Call Miss Josephine 422-4358

SMILING WOMAN
That particular woman over 25 to assist me in my fast growing business, 3 hours per day, 5 days, $60. For interview only call Helen Barnes, 538-4178, between 10 and 2 p.m.

BE A MAKE-UP Artist. Earn money and learn professional makeup technique as a Vivian Woodard Consultant. 425-3851

Female Help Wanted 3-2H Skilled/Technical

L.P.N. needed for small nursing home, 5 days, weekend off. Call Monday thru Friday, 9 a.m.-3 p.m. Ft 9-7721

Medical Laboratory Assistant
N. W. Detroit
36 Hours, Salary Open
273-0175

3-3 Male or Female

PART TIME concession help wanted. Call after 6 p.m. 474-7074

PRESS OPERATORS
BOTH SHIFTS
LACY TOOL COMPANY, INC.
40375 Grand River
Novi, Michigan

CARETAKER
For 19 unit apartment house. All around handyman. Prefer retired couple. Reply Box 4828, Observer Newspapers, 29449 Six Mile Rd., Livonia 48152.

Hardware Clerk
Experienced Preferred
Apply
S & W PRO HARDWARE
875 Ann Arbor Road
Plymouth 453-1290

CLERK. Apply in person, City Motel, 9939 Telegraph Rd.

SALES
Man or woman. Part time. Apply in person, Mr. Smith.
BED & BUNK SHOP
25014 Plymouth Rd.

SUBSTITUTE BUS DRIVERS
Livonia Public Schools
Part-time substitute work. Good wages, perfect opportunity for mothers who want to keep house and be with the children when school is out, or for men interested in part time work.
We need help at varying times of the day: 6:30 a.m. to 9:25 a.m., or 2:15 p.m. to 4:30 p.m. Training will be provided during a gradual break-in period on new vehicles. Should be 23-55 years old. Physical will be provided.
Pick up applications at:
BOARD OF EDUCATION OFFICES
15125 Farmington Road, Livonia, Mich.
Ask for the Business Office

PRODUCTION WORKERS
No experience necessary
Immediate Openings
Days — Afternoon Shifts
Apply
9:00 A.M. - 3:00 P.M. Monday Thru Friday
ERIE TRAILER MFG. CO.
25701 SEELEY ROAD, NOVI

NURSE AIDES
$1.80 - $2.00
All Shifts Open
FARMINGTON NURSING HOME
30405 FOLSOM ROAD
FARMINGTON
An Equal Opportunity Employer

L.P.N.
Full time for midnights at progressive nursing home.
Well trained staff on duty at all times. Salary open.
All replies confidential.
MRS. FONT, DIRECTOR of NURSING
427-8270

Personnel Stenographer
Multi-plant corporation based in Redford Township seeks a mature stenographer to work in the personnel office. Should be an above average typist with some shorthand ability.
Position Offers:
Excellent working conditions
Interesting work
Above average pay and benefits
Apply between 9 a.m.-12 noon or 1-4 p.m.
Flint Ink Corporation
25111 GLENDALE
DETROIT, MICHIGAN
or call Mr. Clark 538-6800

R.N.
Full time for midnights at progressive nursing home.
Well trained staff on duty at all times. Salary open. All replies confidential.
MRS. FONT, DIRECTOR of NURSING
427-8270

PERSONNEL ADMINISTRATOR
Assume responsibility for employee relations with a growing manufacturer in Northwest area. Emphasis will be on wage and benefits, administration and training. Will have an opportunity to do a creative job and grow with our organization. Degree preferred. 2 years recent experience desired. Submit resume and salary requirements to Box #4806, c/o Observer Newspapers Ins., 29449 W. 6 Mile Rd., Livonia, Michigan 48152.

NURSE'S AIDES
Join our fine staff and help us give our residents the care they deserve.
We are looking for dependable women to work full time or part time on our afternoon or night shift. You will need your own transportation.
Stop in at the
WHITEHALL CONVALESCENT HOME
40875 GRAND RIVER
(between 9 A.M. - 4 P.M.)

R.N.
Part time for midnights at a progressive nursing home.
Well trained staff on duty at all times. Salary open.
All replies confidential.
MRS. FONT, DIRECTOR of NURSING
427-8270

RN's — LPN's
AFTERNOONS AND MIDNIGHTS
MUST HAVE OWN TRANSPORTATION
FARMINGTON NURSING HOME
30405 FOLSOM RD.
FARMINGTON
An Equal Opportunity Employer

L.P.N.
Part time for midnights at a progressive nursing home.
Well trained staff on duty at all times. Salary open.
All replies confidential.
MRS. FONT, DIRECTOR of NURSING
427-8270

REAL ESTATE SALES PEOPLE
He . . . or . . . She
THE THOMPSON-BROWN COMPANY HAS OPENINGS IN THEIR RESIDENTIAL HOME SALES DIVISION. If you are interested in a career in real estate, we would like to talk to you. We offer a complete training program, insurance program, membership in both the United Northwestern Realty Association and Detroit Real Estate Board, outstanding listing facilities and ideal working conditions. If you are interested in finding out more about this great opportunity to become part of an established successful firm . . . call Mr. Harwell today at 274-8008.
Farmington • Livonia - Plymouth • Dearborn Heights
Thompson-Brown Company
PROGRESSIVE SINCE 1899

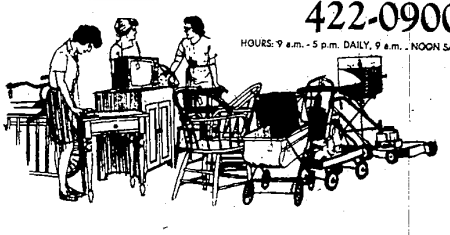
• PRODUCTION WORKERS
(No Experience Necessary)
• LICENSED ELECTRICIAN
Hospital and Pension Group
Benefits Paid
APPLY GATE GUARD
Wyckoff Steel Division
PILGRIM WORKS
1000 GENERAL DRIVE
Plymouth, Michigan

Need Ideas...
on what items to include in that Garage Sale you're thinking about having?

THE WOMEN WE'VE TALKED WITH SAY THAT THESE ARE SOME OF THE ITEMS MOST IN DEMAND:

- ☐ APPLIANCES
- ☐ FURNITURE
- ☐ CLOTHING
- ☐ MUSICAL INSTRUMENTS
- ☐ SPORTING GOODS
- ☐ BABY EQUIPMENT
- ☐ BICYCLES & TRIKES
- ☐ CHILDREN'S FURNITURE
- ☐ TOYS
- ☐ PATIO EQUIPMENT
- ☐ TV'S & RADIOS
- ☐ RUGS

The thing to remember is that any item that you no longer use but which could still be useful to someone else is a good item to include in your sale.

When you're all ready to go, be sure to call the Observer Want Ad Department to place your Garage Sale ad well in advance of the date you've chosen. Dial 422-0900 and a friendly ad-taker will help you with your ad.

Observer Want Ads
422-0900
HOURS: 9 a.m. - 5 p.m. DAILY, 9 a.m. - NOON SAT.