SECRETARY
oy location Growth oriented
impany Excellent surroundings &
ployer benefits. You must have
least 1 year experience, be
reer oriented, be able to work
th & for middle & upper
langement, possess all requisites.
Yetarial skills including typing
wpm & shorthand 100 wpm Send
umer stating education employee. resume stating education employment history & salary desired in Personnel. P 0 Box 6666. Troy. Mich 48099

plus benefits 366-7265
PRODUCTION TYPIST for werks
Ad Publication in Livonia area
60mm, minimum renaired Some cetting was to the control of the co

## Accounting Clerks

GUARDIAN INDUSTRIES 43043 W. 9 Mile Rd 43043 W. 9 Mile Rd Northylle, Mr. 48167 GENERAL OFFICE belp needed Tel Twelse area Accurate typus, picase 95099 ACCURATE TYPIST, personable, Oosthand, 2 girl office, Southfield Osathand, 2 pri office, Southfield Consider recent grad Fringe benefits 8-45 AM in 5 PM 333-5532 SECRETARY for Birmangham law office & real estate firm Abhity & intelligence more important than experience. Nice place Good pay

BOOKNEEPER
BOOKNEEPER
BOOKNEEPER
Must have Experience with double entry set of books & payroll tax Associates Degree in accusating or equivalent experience necessary of the control of th TELLER

Fig. 1 more position, representation of the control of the control

AUTO DEALER

504 Help Wanted Office-Clerical

**SECRETARY** 

BRIGHT pleasens arrows adder, good at figures, light typing. Southfield area. Call 33-401 SOUTHFIELD CONTROL OF SOUTHFIELD CONTROL O

Schoolcraft, Livonia, 60:6489

SECRETARY for Livonia office Mission of Secretary for Livonia office Typing, shorthand, good telephone manner. Call Lori for interview at 26:8208

LEGAL SECRETARIAL Position of Secretary for Secr

an and execute projects for the ping pool Schedule-and evaluate e output 1800 - \$000 start for arp typist interested in moving ead. Troy location, Too! Call ACCOUNTING

ACCOUNTING
CLERK
VLASIC FOODS has an immediate opening for a General
Accounting Clerk to be responsible for preparing imodes for military deliveries.
The successful candidate will Area Call 356313.

WE NEED an experienced & mature person in our Livonia office Send your application to Mr. Boyd. 11850 Mayfield. Livonia, Mich. 48150.

Person needed at Auto Brake S ciality shop. Payroll, Accounts P. able. Daily reports, answer pho secure pick-up parts, etc. Pre-male. Apply in person 312 Plymouth, corner Merriman Vlasic Foods Inc.

LIBERTY MUTUAL

LIBERTY MUTUAL
INSURANCE CO
Triegraph at 1th Male
AND Triegraph
AND Tr

425-6000

KEY PUNCH

ENGINEERING OFFICE Must have good math aptitude with some general office experience Blueprint reading a definite plus Full time. Fenkell-Tetegrpah area 532-4776

CLERKS DON'T LET YOUR SKILLS GET RUSTY

TYPIST utual Insurance irk typist position Telegraph Rd. -(fice. The position with typing skills ovely office, good company paid If qualified call in manager at 647-

504 Help Wanted Office-Clerical

EXPERIOR STATES THE PROPERTY OF THE PROPERTY O

SECRETARY ith good business machine e enter needed to run compute under diversified office duties oyal Oak manufacturer i me, good benefits including p paring & pension plan S sume, including salary history ox 476, Observer & Eccer ewspapers, 3251 Schooler (1904). Mishiran 4818. GENERAL CLERICAL fiftee work, light project

SNELING & SNELING
AGENCY
PERSONNEL Assistant and Receptions. to me College Social Social
Social Social Social Social
Social Social Social
CEERK PRISTI
Midimum of 1 year experience
Typing 843 WPM bust only poliTyping 844 WPM bust only poliTypi

SOUTHFIELD it is your area or you would be work in Southfield, we have porary job for you TYPISTS

SECRETARIES GENERAL CLERKS RECEPTIONISTS
r further information and a per
sal interview call

ene 398-4390 MATCHMAKERS

MATCHMAKES
DFICE SEPVICES
STED EXECUTED TO THE SEPVICES
STED EXECUTED THE SEPVICES
STED EXECUTED THE SEPVICES
STED EXECUTED THE SEPVICES
STED EXECUTED THE SEPVICES
SECUTED THE SECUTED THE SEPVICES
SECUTED THE SECURE THE SECURE THE SECUTED THE SECURE THE

HARRY S. WOLFE COMPANY

COMPANY

2038 Five Mile 413566
SECRETARY, full time, for one girl manufacturer's rep office tryping, general bookkeeping, shorthand Good salary & fringes Redford Tup

SECRETARY
Professional Corp in Southfield

DESIGNATION SECRETARY
Professional Copy in Southfield need Secretary with good typing and office ability. Secretary with good typing and typing a

STATISTICAL TYPIST Accounting firm has immediate opening for experienced individual Must have minimum typing 60 WPM Beech Daly 5 Mile Rd area, Reford Tup Call: MR SEI-BERT for appointment

532-0696 MAKE YOUR MOVE NOW LET KELLY SHOW YOU HOW

For Your Career

For Your Future FOT YOUR FUTURE

SE KELLY Gills, Incoming a
Kolly Gill Temporary Employer is
a great way to serie or east yourcan work a day, a week, a month or
one, and a serie or east yourcan work a day, a week, a month or
one, and a kill your property only
including some of Derrois Meropal
including a new and varied

"Societories"

"Societories

"Societories"

"Societories

"Societorie

KELLY GIRL
A Division of Kelly Service.
Not an agency Never a fe

Southfiero
Livonia
Madison His

CLERICAL

-rvice corporal
for G' National service corporation has immediate opening for GENERAL OFFICE CLERK at the beginning level. Will be moving from Sub-field to Troy within the next few months.

Requires good math aptitude and typing ability. Benefits are provided.

typing ability Beneuts approvided.
If interested call 275-3350 ext 28 for an interview appointment.
Boual Opportunity Employer M/F
BOOK KEEPER
Who bood typing sality or time book typing sality of the sality of th

504 Help Wanted Office-Clerical

Has your present job lost its challenge? Are you looking for "more"? The Hobbs Div. of Stewart-Warner Corp. has an immediate opening for an applicant who can handle a variety of duties in our sales office.

We can offer you a competative salary, excellent com-pany benefits and more!

CONTACT (313) 559-6363 STEWART-WARNER CORP. Hobbs Div.

An equal opportunity emplo

available until Jone 1, 1972. Cell for interview after April 1, As for to Deposite a company of the Asset of 354-3222 334-3222 LAHSER HILLS NURSING CENTER 25300 Lohser Rd., Southfield PART-TIME girl. 3 morning a week, typing, (filing, phone, \$3.5 ar blownith.

504 Help Wanted Office-Clerical

504 Help Wanted Office-Clerical

KKEEPER - Secretary time work or possible full to subfield Must be able to to ation and type. Job r lable until June 1, 1978 Call view after April 17, Ask for .

GENERAL OFFICE

Nature, dependable, goo hone manners. Small offic xated in Farmington Road

Mile area. CALL FOR APPOINTMENT

478-0270

BOOKEEPING ACCOUNTING

sperience & Typing ability neces ry for this full time position to remingham Area. Must have italitie to work with minimum spervision. Duties to include counts Payable. Billings to ients, Preparation of Reports to sents, Cash Forecasts & Specia ropects.

papers, 38251 Schoolcraft, Livoni Michigan 48150 LEGAL SECRETARY, Southfiel

353-2090 SNELLING & SNELLING SNELLING & SNELLING
PERSONNEL
SECRETARY with some expense to saving, cleros
and office management in Pr
effice Full time afternoon
evening bours. J days per week pla
Saturday. West Bloomfield are:
Interested call. 628.92

OFFICE HELP TYPING Southfield area

SouthHeld area
As for Suiness Office
354-3222
BILLING E PAYROLL CLERN
One petson office, Apply Williams
Paring Inc. 1170 Serroman.
Accounting Department Booktoping Inc. 1170 Serroman.
Accounting Department Booktoping Inc. 1170 Serroman.
Accounting Department Booktoping Ontare In Accounting Department Booktoping Contact Mr. 1 Link (13-80)
CLERK TYPIST with experience
Devision Defined Pleasant service
Service Contact Pleasant service
Service Contact Pleasant service
Benefits Call Miss Auerbach
Benefits Call Miss Auerbach

OPERATORS Mony Positions Avoilable SWITCHBOARD experience help ful. We will train on the job. Open ings in our Livenia Office. Must be able to work evenings and week

tight not rivents other basis to 2018

GIBER (LEAR, general offere to 100 to 10

Schoolcraft. Luvonia, Michiga 4159
SECRETARY WATED for 2-gin difec. Must be retiable and wind for the control of the control of the bookkeeping, typing 60 wp m shorthand helpful Salary com mensurate with ability Luvons Mon through Fri. 34M, 5 PM LEGAL SECRETARY, medium sized Southfield law firm seeks

sued Southfield law tim seeks 2 additional legal secretaries. A minimum of 3 years experience as benefits Call Office manager at 33-3448.

GIRL for Counter Work with secretarial qualities. Apply at 1050 CLERK. Vigil needed to work in our pleasant Southfield office Must type 6570 spm; speederming. December 10 years of 10 years of

EXEC' SECRETARY EXEC SECRELARY FIRS National Bank of Plymouth has an opening at the main office for an Exec' Secretary in the administrative area If you have several years of general secretarial experience. Type accurately, efficient shorthand salis, engo, meeting & working with a variety of people, please call to arrange for an interview.

an interview 459-9000, ext. 201 or ext. 240 First National Bank of Plymouth Equal Opportunity Employer M.F. CLERICAL

Several permanent openings in our accounts receivable and payrell billing department. Requires good circuit skills and some typing ability We are moving from the Southfeld area to Troy in a few months. Call 589-5700 ext 298 for an inter-time accountment.

Call 389-300 est 225 for an enertive appointment Simploys M. P.
Eggal, SERDING M. P.
LEGAL, SECRETARY records for
Boomined this law imm Gode
Boomined this law imm Gode
Boomined this law imm Gode
Grant Schotz never a control of the control
Secretary of the control of the control
Secretary of the control of the control
Secretary of the control

O Box 524, Modison Height, Nich.
CLERK TIPIST New Center
Seek, Gell Mr. Lobinsert 55-550
Seek, Gell Mr. Lobinsert 55-550
Seek, Gell Mr. Lobinsert 55-550
National life looking for sharp,
nature individual with typing
apprinces. Good grammar a must
Excellent fringe benefits, salary
based on experience. Send control
to 500 898, Observer & Excentra
Livostan Michigan 4146

rspapers, 36251 Schoolcraft, mis. Michigan 48150 V DFFICE Receptionist typing bookkeeping experience. omfield Hills. 333-7831 SECRETARY

PERIENCED for full time

REGISTER NOW Office in Waterford area. Shorthan and typing required. An esceller opportunity with a growing an busy company. Congernal atmo-phere and company benefits. Sen Resume and letter to: Box 69 Observer & Eccentric Newspaper. 36231 Schoolcraft, Livonia, Mici issan 49159.

**SECRETARY** 

Anagement consultant firm eeking an individual with gene flice experience. Secretarial ski equired with emphasis on compe ion. Shorthand helpful but a equired. Send resume to: R. required. Send asserting the Mile. Redfort. Sheled. 2022 Few Mile. Redfort. Milchen 1923.

RECEPTIONIST: with indifference filled organization. Must tave governed office experience, good systing and phone vacies. 200000 AGENCY meets party person for general office each party person for general office work. No represence necessary. Light typing production and photo departments. once errands. Not have once errands. Not have once errands. Not have once errands. Not have once erronds. Subt have once erronds.

WITT BILLING & clerk typist. Apply in person Gallagher Fire Equipment. **SERVICES**  504 Help Wanted Office-Clerical

Keydisc/Keypunch xperienced operators and xight trainees accepted for

Southfield 569-2220
Utico 254-1910
LEGAL SECRETARY needed for Parmington Hills law firm Good dictaphone 4 typing required. Call 18-10-10 SECRETARY needed to 18-10 m Mag Gard machine Dictaphone required. Call 'Linda Ridrig'.

\*\*SUBSET for Irain as Keyponchers.\*\*

KEYPUNCH-KEY TAPE OPRS
Schoolcraft Middlebelt Area
Minimum 6 months experience, full
& part time, days, afternoons &
midnights. Call between 10 AM:12
Noon. 522-1710

506 Help Wanted Sales

NEW HOME SALESMAN RECEPTIONIST For basy front desk, Livonia location. Send resume and salary requirements to. Box 500, Observer & Eccentine Newspapers, 38251 Schoolcraft, Livonia. Methians 48251

**IMMEDIATE OPENINGS** 

E M. SPEARS & ASSOC 1044 Buhi Bidg., Det, M. 48226

INSURANCE SECRETARY
Experience homeowers, rating &
typing General agency Pleasant
Bloomied Histouries and
644-7181
Mature 6 Male Beech area
NEED MATURE WOMAN
For Office Typing, Likes to work
AMS MAPPLY IN PROPERTY OF THE STATEMENT OF THE STATEM nithly draw, commission, car owance, company benefits, & offit sharing plan 491-1929

with people. Mon that Ft. 8 30
MAS PM Apply in person
PADOVER, VALENTI,
LIEBERMAN
1323 N. MAIN ST.
ROYAL OAK
OFFICE CLERICAL. Good math
apititude. general office skills.
Sarting salary 315 a week with
chance for rapid advancement
Campbell Services. Inc. 23706
Campbell Services. 10. 23706 CENTURY 21 hance for rapid advancement Campbell Services, Inc., 21700 Forthwestern Highway, Suite 1070, Southfield, Call Celia 559-5955

ATTENTION Professional Temporary Personnel

Exec-U-Temp

IS LOOKING FOR Experienceed Secretaries Stenographers

Register Now : NO CONTRAC For Interview Call

565-0266

Exec-U-Temp LEGAL

SECRETARIES Specializing exclusively in the placement of legal personnel has allowed us to accumulate a large number of outstanding opportunities for Legal Secretaries. The positions are with Law Firms and the control of the con

variety of positions available fees Call, come in or mail y PERSONNEL AT LAW
3000 TOWN CENTER
SUITE 2550
SOUTHFIELD, 501 48075

358-0060 AMBITIOUS GIRLS ONLY TELEPHONE SECRETARIES

Work 5 PM to 9.15 PM, Monday hru Thursday for Prestigious National Company in Troy. Hourly plus Commission. Flexible aummer countries also available. Call MRS aumony. 480 to 9.00.

HUDSON 4PM to 9 PM
LEGAL Secretary, Telviz Birming,
ham, Moderly successful Attorny
different Gal Friday to assist him
by taking machine and shorthand
direction and especially be after to
belight sign own with the many secretary
different garquaintance with office
Permanent position effers higher
than average salary plus fringes
permanent position effers higher
than average salary plus fringes
permanent position of the ship of the salary plus fringes
permanent position effers higher
than average salary plus fringes SECRETARY
Law firm. Southfield No legal
experience necessary, good typing
skills required Call 352-2300

3 ITT **SERVICES** 

EMPORARY

Secretories Stenographers Dictophone Oprs. Typists Clerks

pportunity to maintain and your skills while working in a temporary basis.

8. wooderful apportunity for recentuigh school graduates to get started in the business world.

Work a day, week or longer. 8 locations for your convenience ... oper donday thru Friday 9 Am. to 2 Pm.

TYPIST to train as Keypunchers.
Must type 50 to 65 WPM Will train
for Infores. Tape equipment and
card equipment. Days or afternoons Good benefits, incentive pay
and great atmosphere. Call first
478-747

Builder needs experienced ime salesman for prime sub-n. Send responses to Box bserver & Eccentric News. , 38251 Schooleraft, Livona. 34,41150

leed 3 reliable Men o Women interested in futuri nanagement positions. Mus in neal in appearance and mibitious. No experience net ssary. We will train. For interview call Friday Only letween 9AM-4PM.

534-8501
SELF STARTER: Sales, train in recreational vehicle & campaig sales, full time, experienced Some Surerbay. Also part time position. SALESMAN: POR national power scaffolding company, knowledge of construction & related fields necessary. Established territory, monthly draw, commission, ear

REAL ESTATE CAREER
We have openings for Sales Peopl
for the Farmington and Southfiel
area offices. Licensed or uni
censed We complete training at th
Century 21 Academy

CENTURY 21

disciplined, imaginative nevo tam 25-568 MENS WEAR Salesman wasted, full time, must be experienced, cood salery plus benefits 18-671 WANTED part time, mature male with experience as salesperson in mens shoe department. Also mature female salesperson for ladies shoe department Quality suburban shee store Call 277-250

DO YOU HAVE THIS MUCH

Sales Dept
251-990
SALES GAL ON WHEELS
Attractive gal with ambition can
eam \$250 a week & marr Salary
plus commission. Sell off our van to
service stations. Apply 31. May
Sopply, 2219-87. May
KINNEY SHOES Now accepting
full time career denovariance.

522-5062 COSTUME JEWELRY Assistant Manager needed Apply in person: Ad Libs. 3rd Level, Farlane Town Center
DO YOU enjoy talking on the phone Salary and honus. Call:
TAKING

TAKING Applications for Rubber-maid Party Plan. Free kits to all new dealers, limited offer ends April 21st nee delle iam ree dit 0 al me delle SALES WOMEN COUNTY AND COMMENTARY COUNTY AND COUNTY AND COUNTY COUN

PART-TIME

KNIGHTS

NNIGHTS

Orga National Marketing from has spenings for a few growing for a few growi

SALESPERSON o sell Sewing Machines & Rela tems. Leads & transportation f ished. Salary. Commission fringe Benefits. Opportunity dvancement. For Appointmall Mr. Beaver 569-2113.

SINGER COMPANY fOTHERS & OTHERS we need you: seed money... we need you: Sarnings of \$120 for 3 evenings work. Will train. Queen's Way to Sections. Call 376-5007

SALES RECEPTIONIST Apply Friday 10AM - 3PM H.A.ROWELL STUDIOS 41 28855 PLYMOUTH RD. LIVONIA, MICH.

506 Help Wanted Sales

506 Help Wanted Sales

Real Estate License Required EXPANSION!!

General Development Corp. (313)-478-1300

Management trainee position expanding organization, liberal b efits, Apply in person: 12 Oaks Mail

on opportunity to earn money in our spare time 661-5459 MANAGEMENT TRAINEE our international company is

OPENINGS

Ellis Associates

CARPET
I you are seperated, join
América's large respectation
América's large money than ever
before up to 100,000 per year
and claim are money than ever
before up to 100,000 per year
of opportunities for future management positions Call Mr Deck
MANURE PERSON
Full or part time. Elliots Saddery, 217 X Man. Phymouth

SALES LADIES

ith a flair for home decorating, to ork in our bedspread & curtain partment Pleasant working envi-nament Permanent full or part-me positions. Excellent salary

RAIMI'S CURTAINS TWELVE DAKS MALL

recycum Cottl Personnel Director.

To Production Insuronce Go.

509-2222

An Equal Disposition Finders Carterion

ATTENTION: Phone Sales Spenalsecounts, distributing high volume
axion parts to gene deleter
axion Money For College
Flexible hours Title 5 Call
334-2109 427-400

540-1872 97-8377

66 part time help Learn to be sport

for parts of participation in the parts

poperate or participate in emerging

SALESMEN trainees for furniturs trainer chain. H an hour to start, car make up to 125,000 annually Personable, neatness & aggressive ness a must. Apply in person at 424 Dix. off Goddard Tri Slavi

Full or part time Ellio 217 N Main, Plymouth 455-1800

NOVI MATURE WOMAN nee

WHY OUR JOB MAY BE BETTER THAN YOURS

If you're out-growing your job. Kin-tey has a job that grows with you. We're the largest, fastest-growing family shoe chain in the country, and there's plenty of room for an ambitious person

We can't afford to hold you Our average new employee is afly managing a store with years.

it Apply without
It Apply without
KINNEY
SHOE STORE
Wonderland Shopping Center
Livonio, Michigan
Livon outs nelp needed. Mafager posi-tion available. Apply in person. Ad Libs, 2nd Level. 12 Oaks Mall

Seablield
GOLF SALESMAN wanted full time with largest golf distributor, good fature, must have sales experience Call Pra Golf Succession Sales TRAINEE MeBee Systems, a Div of Littlen Industries, call our Southfield office for details \$3.8550.

RUBBER MAID party plan need demonstrators Receive a free kill i you join between April 19 and April 21. Hurry & call for more information. 722-801 EXPERIENCED

Or we will train Salary & Insurance Plan

EVENINGS OR SUNDAYS
Formington Lumber
Formington
Fo

Norwood

No. 14 Inc. JEWELRY SALES PERSON EWERY SALES PRISON for retail store, to sell fine jewelry & do-mond rings. Must be experienced and hove some knowledge of diamonds. Benefits & solary commensurate with experience Please and complete resure to Box 720, Observes & Eccentra: Newspopers, 30251 School-crift, Livonio, Michigon 48150.

GRAPHIC ARTS

Robins Printing Co. Now has an opening for a printing sales trained Sales background preferred. Excellent benefits & working conditions. Call weekdays & am-Spm. ask for Sales Dept.

It time career opportunity appli-tions. Apply at: 33468 W 7 Mile. vonta: or Call 674-9548 Livonia: or Call 474-858

WOMEN WANTED
Over 35 for part time phone work, evening hours. Southfield office 34 per hour guaranteed plus commission.

STANDARD CARPET CO 353-9174

furniture chain Must be aggressive, with minimum I year sales experience. Apply in person at 474 Drx. off Goddard Tri State Furniture. 386761 WE'RE EXPANDING Openings for trainees, experience sales associates, associate brokers and sales managers Commission plan up to 70% For personal inter-view call JOE E NORWOOD Norwood

478-2000

506 Help Wanted Sales

Your Needs Come First at... NORWOOD !!!

ATTENTION REAL ESTATE SALES ASSOCIATES (Enthusiasm Counts More Than Experience) lorwood Realtors is now expanding and will train ales people with a desire to earn above average

Don't wait! The real estate market booming and offers unlimited earn

CALL THE NORWOOD OFFICE NEAR YOU TODAY!

NOVI 348-3090 LIVONIA-REDFORD
W. BLOOMFIELD 8517-7190 ELOVINIA-PORTE
GARDEN CITY-WESTLAND 522-2800 FARMINGTON
CANTON-PLYMOUTH 459-2800 LIVONIA-WEST

**DURBIN** OPENS NEW TROY OFFICE BE ONE OF THE FIRST TO JOIN THE COMPANY THAT GETS RESULTS

Professional Offices • Management that cares about YOU • Company membership in 4 prime multi-list services • Member of a national referral service • Guaranteed purchase and equiry loss program • Bonus paid when eatmed • Fleet training program • Prefer experienced sales associate •

For Personal Interview Call JAMES A. STEVENS

1055 E. Long Lake (Just E. of Rochester Rd.) Trov. Michigan 528-1200 THE DURBIN COMPANY



REALTORS

is for OFFICE SKILLS Typists stenographers, key punchers, switchboard clerks, general office Choose your own work sc Yes you can at Manpower. No Fee Interesting See - Dons O'Connell 24755 5 Mile at W. of Telegraph or Carol Gunther

MANP®WER

## Looking for a diversified position in the Detroit and Birmingham area? Qualified candidate with at least one year working experience Typing skills of 60 wpm and Shorthand of 90 wpm.

**TYPIST** Applicant with typing skills of 50 wpm can help us fill our positions in the Detroit and Birmingham

> DETROIT BANK & TRUST

504 Help Wanted Office-Clerical

INSURANCE AGENCY field. Commercial and/ lines Secretary, exper

ADMINISTRATIVE

RECEPTIONIST Newly opened office needs a Person Friday type to handle both front desk and transcription duties. Be

Your New Boss Pays Our Fee: HARRIET SORGE PERSONNEL SUPERVISOR

abead. 1roy occasion.

Separate Your New Boss Pays Our Feet
HARRIET SORGE PESONNEL
SECRETARY for our 2 girl office to
take charge of our Inspection Dept
Must enjoy detail work & record
keeping good pay. 5 day week,
tringe benefits. 8-Mile Southleld
Area Call

35-3132

Assistant to Mgr.

Plymouth, sorner Merriman
FILE CLERK
Birmingham branch of nationwide
trourance company has immediate
opening for File Clerk in Clark
Bypin, No esperience needed Light
typing skills required Excellent
employee benefits & primotional
opportunities Call Vicki Sala for
depointment. 6437700
6437700

Vlasic Foods Inc.
32200 W 16 Me Re
(Neor Formington Rd.)
West Bloomield:
An Exal Opportunit, Emphore:
LECAL SECRETARY-position
available for person with good
Person Secretary Salary
Ferencias legal experience preferred, but not necessary. Salary
Ferencias legal: experience preferred, but not necessary. Salary
Ferencias legal: experience preferred but not necessary.

IECEPTIONIST TYPIET
Large apartment complex in Westland. Experience preferred but not
required. required 64-1300
SHARP girl, personality with good phone voice, purchase ordering & light typing - auto glass Monday through Friday & A. M. - S. P. M. - 4 hours every 3rd Saturday, Apply in the promer Region Class C. 1215
Growth Region Class C. 1215
& Telegraph area.

eral permanent openings on the and afternoon shift. Corporate ces of international organization ited in Southfield but moving 1 to Troy. Must have working efficience.

experience Call 589-5700 ext 240 for an inter Call 395-3100 ext 240 to an universe appointment.
Equal Opportunity Employer M/F.
ACCOUNTS PAYABLE CLERK,
experienced. Farmington Hills
strap.
EXPLOYED OPERATOR
Part time. Livonia Must be
extremely fast.
ENGINEERING OFFICE.
Must have good must applicable with

SECRETARIES TYPISTS KEY PUNCHERS

**SECRETARY** 

We only require that you have a minimal of secretarial experience which includes accurate typing, a good telephone manner and a follow through attitude.

**TYPIST** I TMID I

For Insurance Company located in Tel-Twelve area. Good salary, fringe benefit: 35 hour work week. Pleasant atmosphere. Call between 8:30 and 4 PM for a ppoint ment. Company of the salary o

INVENTORY GIRL. 102
chain located in Southfield Experience helpful but not necessary.
Fully paid Bite Cross & profit
sharing Please Call. 38-1181
CLERK TYPIST needed for Southfield Company, must type Swpm
fail Mrs. Democratt. 355-611

located in Trop. Full times, secretarial duties. Call for appearing the control of the control o

247-8800

Zodan to Francisco Louis Santon Louis Louis

SECRETARY