504 Help Wanted Office-Clerical

EXECUTIVE SECRETARY

A COMMITTED CHRISTIAN TYPING, DICTATION, SUPERVISING, ALL ASPECTS OF OFFICE STAFF. SEND RESUME TO: BOX 818, Observer & Eccentric Newspapers, 36251 Schoolcraft, Livonia, Michigan 48150.

GENERAL OFFICE

37800

Established company in great location is looking for a bright beginner who enjoys varied tasks. Room to advance here. Call Tina

SNELLING & SNELLING
478-3500

RECEPTIONIST

37800

Now is your chance to run the front desk for a young expanding company. Lots of people contact and varied duties to keep you busy here. Excellent benefits. Call Tina today

SNELLING & SNELLING
478-3500

BUSY NATIONAL Executive Recruiting firm seeks experienced secretary who can work with Mgr supervision, no shorthand necessary, typing 55-60 WPM. This Southfield base firm allows you the opportunity to work in an unstructured environment with an excellent group of people that offer a competitive salary and superb fringe benefits package. Call 352-6520

Mortgage Warehousing Clerk
Southfield mortgage company seeks responsible & intelligent individual with good typing & figure aptitude. Experience preferred but not necessary. Call Miss Blake 353-6700

SECRETARIAL position open. Duties include customer relation, clerical responsibility and credit management. Hearthside Inc. Livonia store. Call for appointment 422-8770

RECEPTIONIST CASHIER full time, some office experience, light typing. Excellent benefits. Requires pleasant and good telephone manner. Apply in person. 16340 James Hardie between Puritan & Meyers Detroit

GENERAL CLERKS TYPISTS SECRETARIES

A variety of positions available in the pleasant surroundings of our downtown offices. A minimum of 6 months working experience required.

Typists should have skill of 55 W.p.m. Secretaries 55-60 w.p.m. and shorthand or dictaphone experience

Excellent fringe benefits including tuition reimbursement

Applications being accepted Sat., May 6, between 10 AM - 1 PM at

CITY NATIONAL BANK
21350 Greenfield Rd
(Near 8 Mile)
Oak Park, Michigan
An Equal Opportunity Employer

KEYPUNCH

Experienced operators needed to fill full & part time positions at our Dearborn location on the afternoon & midnight shifts. Part time operators must work a min of 20 hours a week. Good base pay plus incentive bonuses & fringe benefits. For information 278-1182

ALVIN'S

HAS OPENING FOR

EXECUTIVE SECRETARY

EXPERIENCED for full time buys Office in Livonia. Must be Shorthand and typing required. An excellent opportunity with a growing and busy company. Congenial atmosphere and company benefits. Send Resume or Call for appointment

1165 SEBA RD. PONTIAC
674-4112

PAYROLL CLERK 35 or older good with figures. 30 hours per week Vicinity 7 Mile and Southfield 273-0191

General Office

Typing, filing, detail work. Must be good typist and willing to learn keypunch operation. Southfield area Call

355-2422

CLERK RECEPTIONIST
Mature person general office experience helpful. Oak Park area 398-4300

KEY-TAPE OPERATOR - Experienced preferred. Days and afternoons, pick your own hours - benefits. Call Kathy 559-0150

504 Help Wanted Office-Clerical

SECRETARY

EXPERIENCED for administrative headquarters of multi - office Real Estate firm located in Troy. Must be excellent typist & like working on a variety of financial reports. Shorthand required. Call 643-9439

STATISTICAL TYPIST

Accounting firm has immediate opening for experienced individual. Must have excellent typing 40 WPM. Beech Daly - 5 Mile Rd. area, Redford Twp Call MR. SEIBERT for appointment

532-0696

GENERAL OFFICE. Filing, typing. Full time. 1-2 years experience preferred. Fringe benefits. Suburban field area 334-2231

SECRETARY

Administrative Ass't.

Good communication skills required

Oak Park

968-3301

OFFICE GIRL Must have experience in Bookkeeping & Real Estate Management. Top Wages. Southfield Area Evenings 851-3352

SALES SECRETARY, for busy one girl office, some shorthand, likes to work with figures, self-motivated, start immediately 8 30AM-5PM, ask for Kathy. 645-2812

GAL FRIDAY, self-organizer, good phone personality, typing. Reliable, must drive. Full-time through August. Call Bill Joyce between 8 AM - 4 PM 728-3353

AUTO DEALER

Accounts receivable bookkeeper for large volume Southfield dealer. VIM II experience desired, excellent benefits and pay. Call Sands at 353-1300

LEGAL SECRETARY. Birmingham. Salary open 642-7474

EXPERIENCED SECRETARY to train as legal secretary. Accounting background desirable. Excellent typing a must 642-5078

GENERAL OFFICE, part time 10 AM - 2 PM. 5 days. Typing necessary. 12 Mile Telegraph area 646-1820

OFFICE HELP - part time. Approx. 2 to 3 days week, general office duties. Apply in person Livonia Big Boy, 33427 Plymouth Rd 421-3439

SECRETARY, experienced. Good shorthand, typing, light bookkeeping. Good Southfield locations. Excellent salary. Call 9 AM - 5 PM 353-2981

LEGAL SECRETARY
Excellent Shorthand & Typing skills required. Southfield location 353-0500

NEEDED BY Farmington Office of the Visiting Nurse Association, to do a variety of duties. 55WPM required. Salary $7,200 to $7,500. Excellent benefits. Please contact Audrey Brannon 833-7227

An Equal Opportunity Employer

GENERAL OFFICE

Applicants must possess aptitude for figures and ability to type 45-50 WPM. Office experience helpful but not essential. For further information contact Personnel Department.

ALEXANDER HAMILTON LIFE INSURANCE OF AMERICA
12 Mile & Farmington Rd

553-2000

PURCHASING CLERK - type 50 WPM. 8120 week. Farmington Hills area. 2 week vacation paid Blue Cross. Blue shield, call for appointment 478-8000

An Equal Opportunity Employer

BIRMINGHAM LAW FIRM
Needs good & accurate Typist We will train Call Mr Thompson 645-2440

ORDER DESK CLERK for wholesale food distributor Livonia area. Call for appointment 427-7560

OFFICE ASSISTANT
Apartment Complex
Southfield Area
569-1610 9-3 30 pm

PERMANENT PART TIME Secretary, mature person with excellent skills for diversified position Hours 9 A M to 5 P M 2 to 3 days. Troy 649-1500

TAKE-CHARGE INDIVIDUAL

$750 Per Month

Buys Manufacturers rep with 4 salesmen needs Gal Friday. Type with strong telephone personality & minimum 2 years office experience. Willing to learn all facets of the business. Convenient Birmingham-Southfield Location Benefits Call 559-8630

TYPIST to train as Keypuncher. Afternoons, 4 30pm to 1AM Will learn for 1 mores. Tape equipment. Excellent benefits and another pay Livonia Call first. 478-7447

RECEPTIONIST for our Westland office in Fairlane area. Shorthand helpful & ability to work without supervision. Email Hours 3 P M to 9 30 P M Call for personal interview 538-5900

504 Help Wanted Office-Clerical

CLERK/TYPIST

Challenging position for individual with General Office experience. Decerialized duties. Pleasant surroundings & benefit package. For interview appointment, call:

368-3800

PERSONNEL CONSULTANT

Our Super consultants help companies fill their clerical and management openings. If you like phones and people and are ambitious, call us We train you and pay salary plus commission

PERMANENT STAFF
353-6505

TYPING, 65 WPM, advertising sales, for busy Livonia weekly publication. 261-8230

SECRETARY
Full-Time
356-5005

Corporate office, located in Southfield, has an opening for an individual with good math aptitude and secretarial skills to work for corporate director and his staff. Ability to compute reports and proficient use of adding machine, calculator and typewriter. Shorthand helpful. previous work experience essential. Excellent benefit package and good salary. If qualified, call

355-1100, Ext 314
Equal Opportunity Employer M/F

Accounts Receivable Cashier
Entry level Accounting position with major meat processor/manufacturer/ corporate office in Southfield. An accounting degree or college level accounting courses and previous work in accounts receivable will qualify you for position. Growth opportunity for right individual, excellent benefits and salary based on qualifications and experience

HYGRADE FOOD PRODUCTS
Call 355-1100, Ext 314
Equal Opportunity Employer M/F

BOOKKEEPING, General Office Work. Full or Part time. Also needed General Assembly Must have Good eye-sight. Full or Part time 12 Mile-Orchard Lake Rd. 553-1220

OFFICE ASSISTANT
National company seeks full-time office Assistant for local sales office. Must have experience dealing with public, no typing required. Must be good with figures. Dearborn Heights area. call 565-3356

BOOKKEEPER position available at Post Furniture Co. Redford 937-2525

LEGAL SECRETARY wanted for Southfield Law firm Minimum 3 years experience. Good salary and benefits package, please call office manager at 353-5454

BOOKKEEPER-full charge. Livonia based sales office has immediate part time opening for an experienced person in peg board system Salary commensurate with experience 427-7742

FULL TIME in pleasant office must be mature, and experienced call 477-0208

PART TIME TYPIST

For Invoicing and Direct Mail Hours 9 A.M. 2 P.M. during work week as needed. Location in Troy Office Tower. Selectric experience desirable. Call for interview appointment. 362-1231

PAYROLL CLERK 35 or older, good with figures, 20 hours per week Vicinity 7 Mile and Southfield 273-0151

LEGAL SECRETARY wanted for Southfield defense firm Workman's compensation is preferred but not necessary. Call Katherine 355-4494

RECEPTIONIST, Typist, General Office Stephenson and 13 Mile Rd $150 week 588-5115

BOOKKEEPER

Real Estate management, multiple locations. Southfield-10 Mile area. Qualified, full service bookkeeper with secretarial skills. Excellent salary & benefits. Opportunity for advancement. Send resume to Box 812, Observer & Eccentric Newspapers, 36251 Schoolcraft, Livonia, Michigan 48150

BOOKKEEPER

Enjoy the benefits of suburban location plus $10,000 to $15,000 start. Skilled bookkeeper thru trial balance, works with top financial people coordinating staff assignments. Call 649-4141

Your New Boss Pays Our Fee!
HARRIET SORGE PERSONNEL

DEARBORN

Terrific chance to work near home and earn $800 Typist interested in on-the-move firm. Earn benefits including car plan Call 562-8500

Your New Boss Pays Our Fee!
HARRIET SORGE PERSONNEL

ACCOUNTS PAYABLE - Central office, payroll experience. Must type, pleasant surroundings 352-2027

WILL ORDER book shop needs part-time services of mature, intelligent, literate individual with above average typing & other clerical skills. Experience in book related field helpful but not essential. Reply Box 808, Observer & Eccentric Newspapers, 36251 Schoolcraft, Livonia, Michigan 48150

CLERK - TYPIST
Includes billing, correspondence, filing and phones. Must like to work with figures. $600 monthly plus benefits after probationary period. Apply in person, Signalizne Corp 34029 Schoolcraft Rd or call Mrs Fortuna at 425-3120

EXPERIENCED SECRETARY

Super position with a Fortune 500 company setting up operations in Michigan. Requires top Secretarial and Administrative skills including Shorthand and ability to accept diverse responsibilities in a girl, 3 man office. Troy Excellent benefits, salary commensurate with experience and ability. Call for interview and appointment. 569-6214

Manufacturer's Rep in Southfield is seeking mature person for general office work 358-5200

CLERK-TYPIST

Branch Operations

Permanent position international service company moving soon to Troy

Must have the ability to type 50WPM with some general office experience

Benefits are provided

Call 569-5700, Ext 296 for an interview appointment

Equal Opportunity Employer M/F

504 Help Wanted Office-Clerical

MAKE YOUR MOVE NOW LET KELLY SHOW YOU HOW

For Your Career For Your Future

See KELLY GIRL. Becoming a Kelly Girl Temporary Employee is a great way to enter or ease yourself back into the work force. You can work a day, a week, a month or longer As a Kelly employee, you'll go places - interesting places including some of Detroit Metropolitan's top companies. Not sure about your field? Try all fields and earn TOP RATES You only need to register to start a new and varied career

Southfield
Mon. thru Fri.
8 30 - 5 30
Saturday Call Mon. thru Fri. between 9 am and noon 646-9200

STUDENTS
Work from our newly located Redford area office, part time evenings. 5-9 PM Call Keith Reynolds at 535-8117

CLERICAL

International corporation presently located in Southfield but moving soon to Troy has several permanent openings. Requires good clerical skills and typing ability. Must have 1 to 2 years experience in either payroll, billing or accounts receivable

Call 569-5700 ext 296 for an interview appointment.

Equal Opportunity Employer M/F

SECRETARY

International service corporation has immediate opening in its branch operation department for an experienced SECRETARY We are presently located in Southfield but will be moving soon to Troy

Excellent typing and shorthand required. Benefits are provided.

Please call 275-5350 ext 292 for an interview appointment.

Equal Opportunity Employer M/F

WATERFORD TWP. CONTRACTOR

Needs top notch key individual to handle inter-office mail, job dispatching, light accounting. Excellent typing skills needed Salary commensurate with ability. 666-3100

PERMANENT Part time clerical help needed by small Troy distributor. Light typing and some good typing skills & knowledge of general office procedures 689-7010

BILLING CLERK

Our mid Detroit hospital has an immediate opening for a full time Billing Clerk Previous Hospital billing experience preferred Must have typing and adding machine skills We offer an excellent starting salary and a comprehensive, fully paid fringe benefit program. Apply at the Personnel department

METROPOLITAN HOSPITAL
1800 Tuxedo, Detroit
An Equal Opportunity Employer

OFFICE POSITION

Available at 11874 Market, Livonia. We need an energetic individual for General Office work. Previous experience not necessary. Light typing required. Apply in person.

CUSTOMER SERVICE SECRETARY

Auto related company in a lovely suburban office offers an interesting public contact position for you! Hurry for this! $800 Call Ms Headley

353-2090
SNELLING & SNELLING
PERSONNEL

EXECUTIVE SECRETARY
We need a good executive secretary to assist our chief executive officer. Someone able to accept responsibility, interested in a challenging future and eager to set their own level of performance. Qualifications include expertise in Dictaphone Transcription, Meticulous composition, spelling and grammar. Accurate typing speed 65 wpm and ability to work independantly essential. Good salary commensurate with ability and experience. Excellent fringe benefits N W Detroit location

352-2600 ext 31

RECEPTIONIST
FEE PAID

Plush office of highly successive suburban company seeks your people ability and good typing. Advancement! $600 plus benefits Call Kyle

353-2090
SNELLING & SNELLING
PERSONNEL

ACCT'S RECEIVABLE CLERK
Must have friendly personality, good with figures, some adding machine experience. Ability to learn fast. This position is in the Southfield area Full time. Please call between 9 & 11 Am, Mrs Terry Fri Mrs Geller 569-1227

GENERAL OFFICE - 35 hours per week, varied duties, filing, light typing. Must have good handwriting skill from 8 to 5 559-1227

LEGAL SECRETARY for medium suburban office Experience preferred 255-6720

BOOKKEEPER
Established, Livonia Firm will soon have an opening for full time position. Previous experience or formal training required Must be able to type. This is a diversified position with excellent potential in growing firm. Need someone with motive to work with minimum supervision. Salary & starting date negotiable. Mail only reply in confidence to Mrs Susan Patterson, P O Box 2252, Livonia, 48150

Office Girl

Must be good in Math, good typist for filing and quotes, etc.

Triple Seal Engr.
31122 W. 8 Mile
Farmington 533-6050

FIRM SYSTEM 32 Operator - release or shipping control experience required Good salary and liberal employee benefits. Call: 425-5600

BILLING TRAINEE
Typing and calculator skills required. Will be trained on IBM System 32. Call: 425-5600

GENERAL OFFICE, must have some typing experience, light accounting. Full or part time. Apply in person, Dino's Inc., 2085 Inkster, Garden City

EXECUTIVE SECRETARY for Troy area. Good shorthand and typing. Lots of client contact. Experienced 548-8100

SECRETARY
Experienced. For established Insurance firm in Troy For Interview, call Mr. Archey at 879-8000

SECRETARY - light bookkeeping. Positive America Inc. in Southfield. Mr. Shimokura for interview 569-6677

SECRETARY, Bloomfield Hills law firm. Typing, shorthand. Diction experience required. Excellent salary and benefits. Pleasant surroundings. Send resume to P.O. Box 421, Bloomfield Hills, Mi 48013.

BOOKKEEPER wanted by Northwest area firm. An experienced self-starter to handle accounts payable, filing, typing and bank reconciliations. Excellent salary and fringe benefit package. Send resume to P O Box 800, Novi, Mich. 48050

An Equal Opportunity Employer

BOOKKEEPER with construction and trade union payroll experience wanted by Northwest area firm. Excellent salary and fringe benefit package. Send resume to P. O. Box 800, Novi, Mich. 48050.

An Equal Opportunity Employer

TYPIST with dictating machine experience for Dearborn Heights law office Send resume to Mr. George Glushi, 711 Tobin Dr., Apt. 309, Inkster, Mich. 48141

CAPABLE GIRL - able to run an office and work without supervision. Central office work, Hand posting to bookkeeping records. Medium typing. Northland area. Good salary 342-4188

504 Help Wanted Office-Clerical

SECRETARY

MANAGERIAL ASSISTANT

Duties include typing, filing, dictaphone and assisting property manager in local office of national corporation

Opportunity for sharp individual to advance within the company

PART or FULL TIME
Call Down 535-7855

IMMEDIATE Opening, for bright individual with good skills. Typing 50 shorthand or dictaphone At least 1 year secretarial experience. Good benefits, pleasant working conditions Call Sharon DeWitt any weekday from 8 AM to 5 PM

353-0202

BOOKKEEPER

For CONSTRUCTION CO.
WEST BLOOMFIELD

Must be familiar with statements, waivers, contracts, purchase orders and cost codes in addition to bookkeeping duties, typing and phone answering. Previous experience in Construction Field or Job cost not mandatory. Call for appointment

661-1060

EXPERIENCED. Order Coordinator for trade show company. Wholesale appliance distributor. Excellent pay and benefits. Located in Livonia area. Phone G. Reasor 464-2300

An Equal Opportunity Employer

PART TIME, General Office Work. Southfield area. For interview call 626-8842

LEGAL SECRETARY, experienced, shorthand, typing. Preferably with experience. Southfield area. Call 424-6080

SECRETARY-BOOKKEEPER needed for Runaway Shelter
Southfield
547-2260

GENERAL OFFICE, accurate typist, handle phones. Southfield 352-8081

COLLEGE girl for part time office work, full time for summer Mr. Kaufman 557-3300

GENERAL OFFICE CLERK-Experienced for customer service department. Must have pleasant phone voice, typing skills and mechanical aptitude. Farmington area - Appointment only. Ask for Mary

An Equal Opportunity Employer 477-0040

TYPIST — Stenographer-receptionist, 60 WPM capability, shorthand required, permanent position for mature individual. 352-0230

TYPIST, part time, must be accurate, experienced with use of Dictaphone. Ian associate requirements, no others need apply. Willing to work Sat. and/or Evenings. Maple, Orchard Lake Rd area 851-5340

ESTABLISHED manufacturer's representative firm, based in Troy seeks mature, experienced office manager/secretary. Bookkeeping experience desirable. Long term relationship is looked forward to with the right applicant. 585-2524

SECRETARY
We are looking for a full time accomplished, take-charge secretary. Must be excellent with numbers, typing and have a feeling for details. Pleasant personality and good phone voice are essential. Previous experience in insurance, bookkeeping or banking would be an asset. Salary range $160 to $170 with scheduled increases. Tel-12 area. Ask for Patti 355-2656

SECRETARY
Hours: 9-3 Mature, dependable, good typist and phone manner. General office experience required as No 2 Secretary for small manufacturing company in Farmington Hills Call or write: Carol, CMI INC. P O Box 670, Farmington Hills. 476-5900

BOOKKEEPER, full charge for Doctor's office. Exp. required, pleasant position. Southfield 354-0350

OFFICE LADY, experienced, typing and phone. Southfield area 557-0770

BUILDER'S OFFICE, typist, receptionist, mature salary Reply Co. Box 905, Southfield, Michigan 48037

INSURANCE AGENCY
In Birmingham Agency. Opening for man or woman with experience in auto insurance or life insurance. Also accounting background & at least 2 yrs of college. Minimum age 25, high math ability and pleasant personality. Must be able to work with public. Accurate typist. Salary open. Good opportunity for advancement. Call Mr. Lamb After 6PM 681-0231

SECRETARY Birmingham, typing, shorthand, good telephone & bookkeeping preferred. Only experienced need apply Ask for Mr. Jack 644-0100

EXPERIENCED LEGAL Secretary for Southfield Law Firm, must have proficient typing & shorthand skills, background in real estate closing & probate procedure preferable. Call Crystal 8 30 at 552-8300

LIGHT BOOKKEEPING - W. Bloomfield area. Prefer high school student. 661-4444

SECRETARY
Busy psychologist office, must have prior experience in reception work, typing, handling insurance work, telephone, filing, typing, typing. Must have good handwriting skill from 8 to 5 559-1227

LEGAL SECRETARY for medium suburban office Experience preferred 255-6720

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Established, Livonia Firm will soon have an opening for full time position. Previous experience or formal training required Must be able to type. This is a diversified position with excellent potential in growing firm. Need someone with motive to work with minimum supervision. Salary & starting date negotiable. Mail only reply in confidence to Mrs Susan Patterson, P O Box 2252, Livonia, 48150

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Triple Seal Engr.
31122 W. 8 Mile
Farmington 533-6050

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EXECUTIVE SECRETARY for Troy area. Good shorthand and typing. Lots of client contact. Experienced 548-8100

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An Equal Opportunity Employer

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CAPABLE GIRL - able to run an office and work without supervision. Central office work, Hand posting to bookkeeping records. Medium typing. Northland area. Good salary 342-4188

504 Help Wanted Office-Clerical

TEMPORARY OR PERMANENT
WE NEED IMMEDIATELY
Legal Secretaries - Typists - Commercial & Personnel Litigation - Bookkeepers

E. A. SPEARS & ASSOC
1004 Buhl Bldg., Det. MI 48226
963-0810

TYPIST
With adding machine skills. Mature 6 Mile - Beech area 538-8410

Keydisc/Keypunch

Experienced operators and bright trainees accepted for top pay, immediate openings for all shifts. Excellent benefits and incentive pay.

Southfield 569-2220
Utica 254-1910

LEGAL SECRETARY needed for Farmington Hills law firm Good dictaphone & typing required. Excellent benefits. Call "Linda Ridrig" 851-9000

SECRETARY needed to train on Mag Card machine. Dictaphone required. Call "Linda Ridrig" 851-9000

WITT SERVICES

TEMPORARY NO FEE

REGISTER NOW

Secretaries
Stenographers
Dictaphone Oprs.
Typists
Clerks

A great opportunity to maintain and improve your skills while working on a temporary basis.

A wonderful opportunity for recent high school graduates to get started in the business world.

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

Dearborn 565-8060
Detroit 962-0262
Clarenson (Mon.,Tues.,Wed.) 435-0387
Mt. Clemens 791-3059
Oak Park 967-0326
Wyandotte 284-9066
Livonia (10Am-3Pm) 525-0230
Farmington (10 Am-3 Pm) 478-8088

WITT SERVICES

KEYPUNCH-KEY TAPE OPRS
Schoolcraft - Middlebelt Area. Minimum 6 months experience, full & part time, days, afternoons & midnights. Call between 10 AM-12 Noon 591-1710

506 Help Wanted Sales

SALESPERSON excellent opportunity for a young take charge person who is capable and willing to assume full responsibility of our order desk. Must be high school graduate, good math and can write legibly. Boating background preferred, but not necessary. Will train. Full line of benefits Contact George Drew Great Lakes Boat Top, 200 N Industrial Dr., Plymouth 459-8080

Attention

- HOUSEWIVES
- COLLEGE STUDENTS
- GRANDPARENTS

looking for a good full or part time job to off-set the bite of inflation?

LAWSON MILK CO.

is now accepting applications for clerks in Livonia & Westland area, 2nd and 3rd shifts open; premium rate for 3rd shift.

Don't delay, call this number today for more information.

525-3550

AUTO SALES

PONTIAC/GMC TRUCKS
At Least $50,800 yr. Potential
Large Volume Auto Dealer needs top notch, experienced sales person. This position created by increased Sales productivity. Great showroom traffic, an opportunity for a conscientious salesperson to build a large clientele. Send resume or call Pat Moran for confidential interview

ART MORAN
PONTIAC/GMC
353-9000

23200 Telegraph
Just N. of 12 Mile Rd.
Southfield, Mich. 48034

REAL ESTATE SALES
NEW HOME CONSTRUCTION

WE HAVE A PROBLEM!

We don't have a large enough sales staff to follow up on our many buyer leads. Now looking for ambitious sales people who want to make good money and help us grow.

HELPING US GROW-
DEFINITELY WILL HELP
YOU GROW!
OUR SUCCESS IS
YOUR BUSINESS!

FOUR OPENINGS - New Construction Department. Must be well informed in New Home Construction.

50/50 Split And More!

As far as we know - Knoll & Associates offers the best commission schedule anywhere. Call today and find out more about what we can offer. Ask for Amos Knoll for confidential interview.

TOGETHER WE'LL MAKE
A GREAT TEAM!

KNOLL
& Associates
6346 Orchard Lake Rd.
West Bloomfield, Mich.

851-3560

TELEPHONE SOLICITORS, Great opportunity. Excellent hourly wage plus bonus. Call 643-4876

AMBITIOUS PEOPLE over 18. Earn good income part time. Set own hours. Training provided. 435-6288

506 Help Wanted Sales

A CHANCE TO BE A PROFESSIONAL

We are expanding and looking for good people. A locally comprehensive training program is available to those who qualify. For further information on what could be an exciting career, contact Steve Cibrnas at 553-8100.

Realty World

Jerry F. Edwards & Assoc.
553-8100

RETAIL Sales, full or part time. Respondent sales oriented person required. Large, beautiful waterbed showroom. Bloomfield Hills. Excellent earning potential. Opportunity for advancement. Call Jack 335-3343

OPENING. Established Farmington Hills office/warehouse. Experience preferred. Full fringe benefits 478-6004

Equal Opportunity Employer M/F

CAREER OPPORTUNITY

The largest Real Estate Organization in the country, over 5,000 offices referring transferees. We have excellent training programs and field training for the newly licensed. Positions open in Birmingham office. For appointment call

Century 21
Libby & Associates, Inc.

JEWELRY SALES PERSON
For retail store, to sell fine jewelry & diamond rings. Must be experienced and have some knowledge of diamonds. Benefits & salary commensurate with experience. Please send complete resume to: Box 720, Observer & Eccentric Newspapers, 36251 Schoolcraft, Livonia, Michigan 48150.

APPRAISAL TRAINEE
Lee Real Estate Co looking to expand Western Wayne County office. If you have ambition and desire, we offer free licensed training, good floor time, large ad program, million dollar club, draw program. NO experience necessary Contact Mr. Donald 261-3109

Join The Chamberlain Team

Chamberlain's record breaking sales volume is creating the need for additional sales associates. If you enjoy working with people and would like to earn income commensurate with your effort, call today and see about writing your own "Success Story" as part of the Chamberlain Team For an appointment call:

Fred Madley (Livonia area) - 476-9100

Bill Tatum (Westland/Garden City Area) - 721-8400

Dick Randazzo (Plymouth/Northville/Canton Area) - 455-5200

chamberlain

STUDIO SALES
RECEPTIONIST

H. A. Powell Studios
28855 PLYMOUTH RD.
LIVONIA,
5 Day Week Vacation & Other Benefits
Apply IN PERSON
WED., APRIL 26 10AM - 4PM

CENTURY 21

REAL ESTATE CAREER
We have openings for Sales People in our Livonia and Southfield area offices Licensed or unlicensed. We complete training at the Century 21 Academy

CENTURY 21

RESTUM REALTY INC.
353-6666

REAL ESTATE SALES

Experienced SALES ASSOCIATES only. Top $ commissions paid. Excellent location, able to service Livonia, Plymouth, Northville, Canton and surrounding areas. Hurry, limited positions available. Call: CHUCK CASSIE

CENTURY 21
Hartford West, Inc. 420-2100

SALESPERSON
Full time, experience preferred. Apply in person, Homemaker Shops, 31 Twelve Mile, Southfield

CAREER NIGHT FREE

GALLERY OF HOMES
LECTURES ON HOW TO SUCCEED AS A REAL ESTATE SALES COUNSELOR

Gallery of Homes experts answer ALL your questions on a challenging career in real estate.

TIME: 7:00 P.M.
DATE: Thursday, May 4th
LOCATION: 607 S. Main, Plymouth

HITCHCOCK
GALLERY OF HOMES
453-2210
SIGN UP TODAY

SPORTING GOODS
Retail Sales Personnel positions includes management and assistant manager. Only experienced personnel apply Call For appointment. 427-2117

MATURE woman, book store sales experience preferred. Apply Book Nook, Wonderland Shopping Center Livonia Call 525-3530

FIRST FEDERAL

Realty 478-3400
In The Village
Fashion Mall
7 Mile-Merriman
Livonia

HOUSEWIVES
Earn excellent pay for part time work during day time shift from 10AM-2PM. Salary plus bonuses in our telephone sales department. Call between 10AM & 2PM.

533-5732

506 Help Wanted Sales

HOUSE OF LLOYES

Sweeps Michigan
Fantastic openings for Supervisors, dealers and Hostesses.
Earn good money in your spare time.
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Quality merchandise guaranteed
Company collects and delivers
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Hawaii dream come true for Supervisors
Call immediately for further details
464-6519, 464-7913 722-8842

REAL ESTATE: American Home Services is looking for Brokers and Salespeople and Securities Brokers for its American Center offices For an appointment, please inquire at 353-8800, 9 AM - 6 PM, Mon. thru Fri., or send resume to: American Center, Suite 1030, 37777 Franklin Rd., Southfield, Michigan 48076.

CONSUMER SALES

PART-TIME REP
Unique opportunity for an individual to call on established grocery accounts Position will entail selling, merchandising and promoting quality food products Work hours Mon. thru Thurs., 9 AM - 2 PM Salary plus car allowance Position may lead into full-time it desired Fee paid. Call Tom Wilson for more details 355-5526

AMERICAN 355-5526

JOHN HANCOCK Salary $170-$250 per week commensurate with ability, plus commissions. Free Fringe, established accounts, training programs. Contact Mr Van Voorhis for confidential interview. 422-2200, or after 5pm 459-1324

MANAGER & SALES PERSON for cookware & dinnerware store in Southfield Plaza - Farmington. Wages & commission Call after 6PM 474-5555

MANAGER

To recruit and train sales people for Southfield Century 21 office Must not be afraid of telephone.

CENTURY 21

RESTUM REALTY, INC
25842 W. 9 Mile, Southfield
353-6666

MOVE AHEAD WITH
RALPH MANUEL ASSOC
Because of the active real estate market, we have a few openings for qualified sales people. Take advantage of this opportunity to join an established and prestige firm Call for an interview

Robert Craig, Sales Manager
RALPH MANUEL ASSOC 647-7100

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has a place for you
in their
W. BLOOMFIELD OFFICE
Whether you are a young or old-Male or Female-
Experienced preferred-but
WE WILL TRAIN
if you have a sincere desire to make a good living while having fun selling Real Estate

For confidential interview, call.

DON HIRSCHFIELD

626-4800
Aetna Realty Co.
5640 W. Maple
West Bloomfield

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Robert Craig, Sales Manager
RALPH MANUEL ASSOC 647-7100

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Industrial Sales
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537-8577

SALESWOMAN
Two or three days per week. Hours are 10 AM to 5 PM Apparel experience necessary. Lilu's Lingerie, 12 Mile, Evergreen 355-5599

SALES MAN, prefer clothing experience. Call 355-0020

COUNTER sales, full or part time, experience preferred Pine Lumber Company, 12326 Inkster Rd Apply in person

SALESPERSON experienced in wallpaper & paint or will train Decor Suburban, 31004 Grand River, Farmington

Sales Management Trainee
National company has positions available in sales management for the Ann Arbor and Detroit suburban areas These positions require a money-motivated individual who is looking for a career in sales, our consumer sales division is the largest in its field We service over 600 manufacturers in 50 divisions with over 10,000 different lines If your attitude suits our needs, you may start work within 3 days. Full company benefits Call Mr Lang shortand interview between 11 noon & 5 p.m. 971-2590

Join The Chamberlain Team

Chamberlain's record breaking sales volume is creating the need for additional sales associates If you enjoy working with people and would like to earn income commensurate with your effort, call today and see about writing your own "Success Story" as part of the Chamberlain Team For an appointment call

Fred Madley (Livonia area) - 476-9100

Bill Tatum (Westland/Garden City Area) - 721-8400

Dick Randazzo (Plymouth/Northville/Canton Area) - 455-5200

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PARKE, WINTER & REED
646-5000 Mr. Reed

MATURE person wanted. Full time in store office supply sales. Experienced preferred. Apply in person Livonia Office Supply, 31875 Plymouth Rd., Livonia. 425-5080

504 Help Wanted Office-Clerical

PURCHASING

National printing ink company seeks individual for it's corporate purchasing department Some of the duties include Processing of orders, telephone contract with suppliers, and general typing

Applicants should possess a pleasant telephone voice and the ability to work with a variety of people Previous purchasing experience helpful but not required

Send resume, call 538-6800, ext 10 for application or apply in person: between hours of 1 AM - 4 PM

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FLINT INK
CORPORATION
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