504 Help Wanted Office-Clerical

FILE CLERK — Part time. Southfield CPA office. 16 hours per day, 3 days week. 356-6411

SOUTHFIELD CPA FIRM needs good typist. Must understand work with other diversified duties. Growing firm with good benefits. 559-1411

EXECUTIVE SECRETARY

Prominent New Manufacturing Sales Department is searching for an executive secretary to work in its Farmington Hills office. Minimum requirements: Business School and 4 years experience. Shorthand desired. Must be proficient in transcribing & typing. Excellent salary and fringe benefits. Interested candidates respond to Box 286, Observer & Eccentric Newspapers, 36251 Schoolcraft, Livonia, Michigan 48150

BIRMINGHAM LAW office needs typist with good typing skills. Call 642-2488

SECRETARY for insurance office. Typing & general office skills. Southfield area. Call Southfield Inc. Ask for Mr. Arcadier. 442-0720

SECRETARY. Light bookkeeping experience. Required. Tues. thru Sat. 9-6 p.m. 261-3090

Collection Clerk

full time permanent position. Excellent working conditions & fringe benefits. Apply in person to Personnel Department

JACOBSON'S

16 W. Maple Birmingham

ENGRAVE GIRLS, experienced preferred, apply at Page Bill, 1100 Ventnoble area. Ask for Jan 354-2000 or 874-1810

ACCOUNTING position for experienced only. Apply in person, Kingsley Inn, 2855 N. Woodward, Bloomfield Hills

GOOD TYPIST needed for busy Public Relations firm located in Troy. Secretarial experience required. 362-3300

IMMEDIATE OPENING, experienced typist and receptionist. Good pay, paid holidays, company good retirement. Farmington area 478-2040

GENERAL OFFICE — good math aptitude, to perform bookkeeping, premium accounting, light typing and ability to work on telephone. Starting pay range $133-$1150 per week based on experience. Mr. Levinson, Campbell Services, 27200 Northwestern Hwy., Southfield

RECEPTIONIST — TYPIST — pleasant telephone voice, good typing skills. Starting pay range $131 to $150 per week depending on experience. Mr. Levinson, Campbell Services, 27200 Northwestern Hwy., Southfield

TROY CONCERN has openings for general office: 3 to 4:30 P.m. Monday thru Friday. Permanent position. For further information call 524-3333 or 546-3158

PART TIME legal secretary to work from 4-9 evenings and on Saturday. Must have good skills. Salary open. References required. Call Sy Tollins at 557-4141

SECRETARY — for Sales Department. Good typist experienced upon experience. Send resumes to 41 Box 2025, Southfield, Mich. 48037. An Equal Opportunity Employer

ACCOUNTS RECEIVABLE

Permanent full time position. Must like detail, good with figures, must be reliable and experienced. Excellent salary and benefits. Call for interview appointment 968-3900

CLERK - TYPIST outgoing person who enjoys outside contact. Apply in person at Nationwide Vehicle Transporter, 21900 Greenfield, Level 2, Oak Park

PROOF OPERATOR

Experienced on NCR model 442 to pocket proof machine. Full Time position, 5 day week. Good benefits. Apply

NATIONAL BANK OF ROCHESTER

142 W. University
Rochester
651-8535
An Equal Opportunity Employer

SECRETARY, mature experienced for general office. Excellent benefits with some figure aptitude. K.J. Lane Engineers 476-3150

GENERAL OFFICE. 35 hours per week, billing and pricing orders, filing and light typing. Knowledge of meat cuts helpful. Call between 9 AM - 1 PM 272-1311

PART TIME experienced office girl for interior designer, out of home in Birmingham. Good hours on your days. 642-9647

OFFICE HELP NEEDED

For restaurant record keeping and other related functions. Some experience working with numbers required, able to operate office machines. Good starting salary with excellent benefits. Please apply at The Clandigan's Restaurant, 30555 Grand River, Farmington Hills, Mich. Mon. - Fri.

C. A. MUER CORP
An Equal Opportunity Employer

DOCTOR'S office in Wayne needs person, with good typing skills and ability to deal with public 729-4180

INSURANCE CLERK

Agency in Birmingham has position open for young man or woman experienced in home owners and auto department. Ability to type accurately and enjoy working with public. Please telephone your important salary attending to experience. Call 647-0024

TYPESETTER PROOFREADER — Previous experience helpful. Will train typist. Must have good typing accuracy & good grammar & must. Southfield printing company. Call Nancy

MATURE WOMEN Wanted to work in Apartment rental office. Saturdays & Sundays. Must have ability & work well with people. 855-7200

BOOKKEEPER — Assistant must have at least 3 years experience in all phases of bookkeeping. Hunting hours. 644-6500

504 Help Wanted Office-Clerical

CLAIMS ASSISTANT

General claims work, 24 hour week, minimum 2 years experience in insurance able to type and compose letters, handle telephone calls. Call for appt 642-6010
UNIVERSAL UNDERWRITERS INSURANCE CO.
30400 Telegraph, Suite 320
BIRMINGHAM

OFFICE FOLLOW UP CLERK. This position involves phone contact with both customers and vendors. The job responsibilities include processing of receiving and shipping documents of freight claims and trackers, and obtaining and organizing delivery dates from suppliers. Confidence and efficiency are vital in this position. Experience in a similar position is required. Fringe benefits. Livonia area. Call 421-3900 ext 214

CLERICAL Advertising Specialists Division, has immediate openings for general office work. Required accurate typing, careful attention to detail for order entry. Strong organizational skills. 569-2000 ext 310

GAL FRIDAY. Assistant experience helpful but not a requirement. Light typing. Knowledgeable telephone, proper calls. Good salary & benefits. Send resume-salary requirements to Box 48, Observer & Eccentric News papers, 36251 Schoolcraft, Livonia, Michigan 48150

ORDER FOLLOW UP CLERK. This position involves phone contact with both customers and vendors. The job responsibilities include processing of receiving and shipping documents of freight claims and trackers, and obtaining and organizing delivery dates from suppliers. Confidence and efficiency are vital in this position. Experience in a similar position is required. Fringe benefits. Livonia area. Call 421-3900 ext 211

RECEPTIONIST-Typist must have personality plus good experience typing and figure aptitude for long established company in Southfield. Good pay & fringe benefits. 352-2111

BOOKKEEPER non-trial balance and data sheets are required for Consulting Engineering firm in Troy. Knowledge of payroll taxes and office administration necessary. Liberal fringe benefits, salary open. Send resume to Box 34, Observer & Eccentric Newspapers, 36251 Schoolcraft, Livonia, Michigan 48150

GENERAL OFFICE — good math aptitude, to perform bookkeeping, premium accounting, light typing and ability to work on telephone. Starting pay range $133-$1150 per week based on experience. Mr. Levinson, Campbell Services, 27200 Northwestern Hwy., Southfield

RECEPTIONIST — TYPIST — pleasant telephone voice, good typing skills. Starting pay range $131 to $150 per week depending on experience. Mr. Levinson, Campbell Services, 27200 Northwestern Hwy., Southfield

TROY CONCERN has openings for general office: 3 to 4:30 P.m. Monday thru Friday. Permanent position. For further information call 524-3333 or 546-3158

PART TIME legal secretary to work from 4-9 evenings and on Saturday. Must have good skills. Salary open. References required. Call Sy Tollins at 557-4141

SECRETARY — for Sales Department. Good typist experienced upon experience. Send resumes to 41 Box 2025, Southfield, Mich. 48037. An Equal Opportunity Employer

OFFICE Experienced clerk. Inquiries some keypunch permanent position. Send resume of work experience and salary requirement to Accounts, P.O. 41 Box 48, Southfield Michigan 48037

SECRETARY needed for small office. Must be mature and have good typing and telephone skills. Mid Wayne area. Some bookkeeping helpful but not necessary. Please call between 9 to 5 Mon. Thru Fri. Ask for Mary 937-3600. Livonia, Michigan 48150

PERSONAL SECRETARY
Part time
SECRETARY WANTED with good typing, telephone skills. Must be bookkeeper, exp. 9 AM - 2 PM for full time. Start $150 per week. Write Box 20, American Protective Alarm 17250 W. Seven Mile, Detroit, 48235. Attention Mr. Check

A Career Hot Line,
642-4234
Call out 24 hour Hot Line for latest office clerical job openings.
Accuracy Personnel

SUMMER OFFICE JOBS

While you are home from school, earn all you can. Work when you want, get paid weekly. We have openings now for.

SECRETARIES
TYPISTS
KEYPUNCHERS
CLERKS
Apply 9 a.m.-4 p.m. Mon thru Fri
24355 Mt. W. of Telegraph
29256 Ryan Rd. at 12 Mile

MANPOWER

TEMPORARY SERVICES
An Equal Opportunity Employer

Keydisc/Keypunch
Experienced operators accepted for top pay. Immediate openings for all shifts. Excellent benefits and incentive pay.
Southfield 569-2220
Utica 254-1910

ACCOUNTING CLERK — To train as Assistant Bookkeeper. Flex Park area 543-7613

EXECUTIVE SECRETARY — Challenging, interesting position with large company utilizing your typing and shorthand skills. Pleasant, convenient atmosphere. Excellent benefits and fringe benefits. Telegraph - 12½ Mile area. Call for appointment 641-6700
Equal Opportunity Employer M/F

GENERAL OFFICE for merchandising department, full time. Must be detail minded. No typing. 37½ hour week. $115 — 12 Mile & Southfield Road, Mr. Weil 557-6113

504 Help Wanted Sales

HIGH School Grads
College Students
Teachers

Home for the summer? "Restless" If you have leadership ability, we invite you to join forces with our team of high school and college students.

We have a variety of assignments. Work a day, a week, or all summer.

HIRING YOUR FRIENDS
REGISTER NOW!

For interview call the office nearest you. Mon thru Fri. 9 Am to 2 Pm

Dearborn 562-8060
Detroit 962-0660
Clawson/Troy/West Bloomfield 585-0387
Warren 967-0330
Woodside 285-6600
Livonia (8 Am - 1 Pm) 425-0330
Farmington 10 Am 1 Pm 478-8080

WITT SERVICES

PART TIME CLERICAL
To assist in personnel and payroll. Mon and Thurs. Must be flexible for additional days occasionally. Good typist and accurate with figure aptitude. Other duties include processing of receiving and shipping documents of freight claims and trackers, and obtaining and organizing delivery dates from suppliers. Confidence and efficiency are vital in this position. Experience in a similar position is required. Fringe benefits. Livonia area. Call 421-3900 ext 217

EXPERIENCED SECRETARY needed for busy but casual Southfield law office. 423-0600

EXECUTIVE SECRETARY — Shorthand and typing skills of above average caliber. Ability to handle payroll accounts receivable and payroll would be a definite asset. This position offers excellent opportunity for the right person who is capable and motivated to offer advancement and becoming an active member of the management team of a well established, successful company. Compensation will be commensurate to the high caliber secretary who can fulfill this position. Company location near Telegraph Road and Schoolcraft Expressway. Call 961-4000. All applications will be held in absolute confidence. Mail replies to Box 304, Observer & Eccentric Newspapers, 36251 Schoolcraft, Livonia, Michigan 48150

PRODUCTION CONTROL — Manufacturing plant is seeking a person having automotive release form experience. Salary plus benefit package. Send resume to Box 262, Observer & Eccentric Newspapers, 36251 Schoolcraft, Livonia, Michigan 48150

EXECUTIVE SECRETARY — Bloomfield Hills Custom Home Builder is looking for talented career minded individual. Experience in bookkeeping, real estate and or construction a plus. Salary commensurate with experience. 646-2000

EXPERIENCED legal secretary needed for busy Southfield law firm. 352-8311

IMMEDIATE opening for mature person, general office work, typing and adding machine experience a plus. 538-8810

SOUTHFIELD insurance agency in need of person experienced in all areas of Commercial lines Underwriting, including conversations, rating, billing etc. Call Mrs. Boyd at 557-3600

SECRETARY needed for small private school. Must be mature and have good typing skills. Some bookkeeping helpful but not necessary. Please call between 9 to 5 Mon. Thru Fri. Ask for Mary 937-3600. Livonia, Michigan 48150

ADM SECRETARY
Bellesle location. Full time position. Work established June each year. Type 60 WPM, shorthand preferred. Have previous secretarial experience. Be well organized. Have good telephone writing and computation skills and enjoy dealing with people. Willing at certain times of year to work beyond normal work day. Good salary and benefits. 642-0174 ext 1

CLERK TYPIST
$7100
General office spot girl opened, working for a young growing company. Personality is a key factor here. Call Time right away
SNELLING & SNELLING
478-3500

504 Help Wanted Sales

NEW CAR SALES MANAGER

Suburban Detroit Chevrolet dealer moving to new location. Apply to Ned Ward
JACK CAULEY CHEVROLET
22346 Woodward Ave.
Ferndale 48220

SALES MANAGEMENT TRAINEES

National company has positions available in sales and sales management for our new Pontiac Office. These positions require a money motivated individual who is looking for a career in sales. Prefer sales experience but will train sharp novice. We represent over 60 manufacturers in 50 divisions with over 10,000 different lines. Complete company benefits. Call from 12 noon - 5 P.M. Mon. - Fri. Mr. Hemrich 1-971-2861

CAN YOU RAP WITH STUDENTS?

National organization needs articulate people who can communicate with college students & young couples. You must be best operating & desire to earn above average income. Moderate travel possible. Company benefits provided. Must be able to start immediately. Call for appointment 424-6350

SALES REP

Would you like to work only qualified leads? W ild you like your leads on an appointment basis only? Would you like your appointments on a 8 block radius? Would you like to work for a prestigious company? Would you like to present educational material to families who are qualified & know why you are coming? Would you like a lead that is recommended by the children's principal? Would you like to make a presentation that takes 10 minutes & closes 8 out of 10? If you are free evenings & weekends, own an automobile, & are not a high pressure salesperson, then we have a position for you. Management positions also available. For interview, call Mr. Brown, 8AM-4PM. 424-8432

FURNITURE STORE - Needs person with experienced sales ability seeking a rewarding position. Decorator skills preferred but not necessary. Excellent salary & commission. Plus a challenging career opportunity. Call for appointment. Mr. Wolf, Newton Furniture. 525-0030

WANTED PEOPLE

With car, to train as field consulators, area or factory distributors. Call for appointment Monday or Tuesday 12 - 6 PM only:
535-7512

506 Help Wanted Sales

SALES LADY. Full time. APPLY
Stuart Fabrics
255 E. Maple Birmingham

REAL ESTATE CAREER

Business is Great! We need one more full time salesperson at Earl Sloan Realty in Livonia

WE OFFER:
1 Respected name & Helpful Staff
2. High Commissions
3. Sharp office & free parking
4. A fine training program

WE EXPECT YOU TO:
1 Have a good speaking voice
2. BESIDES THE EARTH Bar pole, LARS is a challenging and interesting field

INTERESTED? LET'S TALK!
CALL MR. OWEN
261-1600

SALESGIRL
Call or apply in person for full-time position

DEB'S CAROLINA OUTLET

28503 5 Mile Road
427-6780

PART TIME SALESLADY for retail furniture store in Plymouth. Experience desirable but not necessary. Ask for Bob 453-3370

WE WANT people who want to earn extra money on part time or full time sales work without a lot of travel. Excellent training. All material furnished. Phone A.A. for Plan of Work. 582-6400

AGGRESSIVE SALES LADY with Management potential needed at Jack Nevs Mall Boutique. Call American Girl Fashions 968-2288

SALES COSMETICS

Estee Lauder

Full Time and Part Time Positions

Retail experience preferred, but not necessary, to sell Estee Lauder Products in prestigious local stores. Call Monday, July 10, between 9 AM - 7 PM to discuss your qualifications.

(313) 559-6500
Ask for the Estee Lauder Suite

If you prefer, send resume to: Dept. I-S, Estee Lauder, 767 Fifth Avenue, New York, N.Y. 10022.

An Equal Opportunity Employer

NATIONAL TITLE Co. has immediate opening for a Mature Sales Person. Must be highly motivated, aggressive individual with a pleasant personality. Excellent opportunity for the right person. Salary plus bonus. Excellent benefits. Call Mrs. Boyd at 557-3600

WANTED HOUSE salesman to work established June each year. Excellent opportunity. Plymouth 420-1020

PARKE, WINTER & REED REALTORS
has restored the historic postwar colonial home at Lone Pine Road and Woodward in Bloomfield Hills, creating one of the most charming comfortable and spacious real estate facilities imaginable.

We would like to expand our professional staff with associates of caliber befitting our Company and its home. Our services cover Birmingham-Bloomfield, Troy and West Bloomfield. If you are seeking a well-paying and independence-oriented career, and live in the area, let us talk with you.

If you are already trained and seek a dignified business environment, please call Mr. Ayres

PARKE, WINTER & REED
646-5000 Mr. Reed

SALES CLERKS

We have full time and part time openings for either

PERMANENT OR SUMMER WORK

In This Area
Previous cash register experience preferred. Must be at least 18 years old

CALL 9 AM - 3 PM
For More Information
963-7781 .
CUNNINGHAM DRUGS

We're Serious...
$30 - $70 PER DAY

Earnings start the first day. Wattress, airlines and sales experience helpful but not necessary. Must be enthusiastic and like people. Working in leading department stores and major malls.

THIS JOB IS DIFFERENT
569-7576

IF YOU ARE ambitious, mature, employed and want the best for your family you may be ready for a career with FARMERS INSURANCE GROUP. You can start part time and keep your present job if you are qualified. When you go full time you will have a guaranteed income with an unlimited future. If interested call Chuck Walker. 689-0000

ACCOUNT EXEC TRAINEE
$15,000 to $25,000
Guaranteed salary plus bonus. NYSE Corp. supplying established accounts. Fringe benefits. Call Alice.
PERSONNEL RECRUITERS
358-3300

FULL TIME experienced sales girl for drapery and bedspread shop. Irving Kay's Draperies Birmingham. 642-7300

SALESWOMAN for wallpaper salon. Orchard Lake Rd. area. 681-3280

SALESPERSON for Birmingham Theatre. Must have experience in phone sales with business and community groups. 642-0610

TELEPHONE SALESMAN
Must have experience in cutting tools and precision instruments. $200 per week plus commission.
543-5300

CUTTING TOOL SALESMAN
Nationwide sales. $200 per week plus commission.
543-5300

506 Help Wanted Sales

SALESMAN'S DREAM

Innovative products, built in returns, continuing commission. You can earn $500 per week and more. Call Mr. Mercer at 642-8123

TRAVEL CONSULTANT
For career opportunity with nationwide travel company. Salary, full time only, will train. Call 278-1860

SALES POSITION
Not just a job. Men & women, call for recorded message anytime 278-6750

EXCITING NEW CONCEPT in office supply sales. We have immediate openings for ambitious people to work in the west and northwest areas. Salary plus commission, bonuses, number of sales. Call 522-7872

ARA SERVICES
Equal Opportunity Employer M/F

AVON REPRESENTATIVES
NEVER LOCKED SO GOOD
You can too. Learn how to become an Avon Representative even if you've never sold before. Call
334-2109 427-4000
546-1877 879-8177

SALESMAN
Experience required for selling on television and telephone. Must be able to meet set objectives. Excellent fringe benefits. Resume required. For appointment call 353-9313

Sales Opportunity

Looking for 3 to 4 ambitious people to join our sales staff with the largest Photography Company in the world. Must be free to travel and have a desire to earn the potential $12,000 to $25,000 yearly Full Benefit program paid training and excellent growth potential for the right people. If you qualify please call on Monday after 10 Am for your interview

585-4325
PCA International

OPENING for Full or part time Discount sales person in retail store. Fairlane Town Center. Call 441-1900 ext 3

RESPONSIBLE girl needed for a full time position in the sporting goods department. Apply in person at Herman's World of Sporting Goods, Lakeside Mall

SALES REPRESENTATIVE
Major tobacco company is seeking a qualified SALESPERSON to service local accounts in Ann Arbor and Plymouth, while promoting nationally known brands. We offer a competitive salary package that includes top starting salary up to $19,000 during training, full benefits and a company car. Sales experience desired but not required. Calls will be accepted on Monday, July 17th, between 9 and 4 Pm 332-4259
Equal Opportunity Employer M/F

SIT - INS part time phone solicitors wanted. Pleasant phone voice and aggressive personality required. Call 557-2119

GALLERY & FRAME SHOP in downtown Farmington desires a bright responsible person to be trained for Manager position. Training. Creative ability and knowledge of artists' materials a must for this position. Call for an appointment 477-4272

THE WILLOW TREE
SALES PEOPLE wanted full and part time for Plymouth Women's Apparel Store. Good pay plus benefits. Retail clothing experience preferred. Call Mr. Shapiro for appointment 455-7200

ARDY'S NOW HIRING sales people 14 years or over preferred. Full time, part time, days or nights. Apply in person. 27140 Plymouth Rd. Redford

TELEPHONE SALES
Sell to established customers. 6 hours daily. Salary plus bonus. Apply: auburn, 25743 W. 7 Mile at Beech Daly

PHONE SOLICITORS — You can make big money, $40, $50, $60 a day selling imprinted sports items to our finest Gourmet Restaurants if you have demonstrated aggressiveness. Your past phone sales experience. Phone Betty Oliver at 569-7306

PEST CONTROL salesman. Established route and leads. Will train. Call 585-2600

WHOLESALE COUNTER & Phone Sales. Electrical or small parts experience desirable. Excellent advancement opportunity. Personal reference required. Livonia area completely furnished. Available 7/12 thru 8/12. 682-4783

ATTENTION ——
Sales trainees. Learn a new profession. Earn $210 to $250 per week Call 689-8333

SALES PERSON, full and part time, selling experience preferred but not necessary. Apply at Homemaker Shops, 28410 Telegraph Rd., Tel-12 Mall 355-3922

WANTED: EXPERIENCED Full or Part Time Sales People for furnishings department. Prefer men to wear shop at Sommerset Mall. Call The Bread Room & ask for Mr. Buckland 643-6616

SHOE SALES
Full and Part Time sales people for Children's Shoe Store. Excellent opportunity, experience preferred. Apply in person Shoe Store, Fairland Town Center, Dearborn Mich.

BE A PROFESSIONAL

We will train you in Michigan's finest Real Estate School & provide you with all the modern tools & facilities needed in the Real Estate profession. Highest commissions paid and very lucrative incentive plan. For details, call 522-4300. Ask for John Bugay.

Integrity,

Realtors

TELEPHONE CANVASSER experienced preferred or will train right person. Hourly and bonus incentive. Call between 12-6. Ask for Lucy 353-0411

REAL ESTATE
$50,000
Yearly OPPORTUNITY!

Ever consider specializing in Commercial Investments, or Acreage sales?

Higher level of income.
Higher dollar volume.
Higher grade of clients.
Free evenings or weekends.
Develop a future - we train

For the mature professional sales person. Call Dick Perry, (confidential discussion).

R. Perry Realty
478-7640

REAL ESTATE
Full time sales people needed in our West Livonia Office. For info on the 70% COMMISSION PLAN, call JOHN HALSEY, TODAY

Norwood
No. 1, Inc. 464-2800

SALES oriented person interested in career type position in major department store. Salary plus store benefits. Apply in person, O'Connor Portrait Studio, 1 E. Hudson, Westland

SELL 3M

ENERGY CONTROL PRODUCTS
Expanding market requires us to engage our sales staff. Metropolitan Detroit area. Salary plus commission plus bonuses. Call for interview

SOLAR SALES, INC.
SEYMOUR ZATE 537-7900

506 Help Wanted Sales

WOMEN'S SPECIALTY Store has full & part time positions available. must be able to work some evenings & Saturdays. Retail experience a plus. Prefer maturity individual. Apply in person at Hadley's Downtown Farmington Shopping Center.

HAVING fun making money with Empress Pearls, weekly pay, must have car, desire to succeed. For appt. Dianne 477-8219

FANTASTIC OPPORTUNITY
Retired or part time, college girl or clerk? Like people and exercise? FANTASTIC OPPORTUNITY! A new rewarding career with Elaine Powers Figure Salon as an Elaine Powers Management person or instructor. We are looking for a warm personality and a neat appearance. No experience necessary, will train. Apply for full or part time positions. Ask for Rhonda 261-1563

Join The Chamberlain Team

Chamberlain's recordkeeping 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 Bandazzo (Plymouth Northville-Canton Area) - 455-5300

chamberlain

REAL ESTATE SALES

Full time - 4 sales people wanted. Training available. Call

Norwood
No. 10, Inc. 459-2800

BRITE-WAY PRODUCTS
Sales help wanted full or part time. Top commission. Call Paul Rautata 722-0180

MANAGEMENT Trainee. Opportunity for ambitious person to earn high income in outside sales work. Manage self and others in prestigious field. Call Mr. Rogers 355-3366

REAL ESTATE SALES

Training with Century 21 assures success. No experience as we train to succeed. High commissions, selling in Farmington, Farmington Hills and Bloomfield, West Bloomfield area. Ask for Mr. Ducher.

Century 21
FAIR TOWNE CO.
626-8000

THE GUMDROP TREE is seeking sales personnel for their exciting 10 Oaks store. Please call Diane for an interview 474-5493

AGRESSIVE YOUNG person wanted by small mineral corporation to train in sales department for national clientele. Excellent potential for advancement in management with good salary. High School or more college preferred. No mineral experience necessary but employer or business experience helpful. Call 557-3353

REAL ESTATE SALES

Real estate sales people familiar with Farmington Hills, Farmington and N. Livonia. Experience will help but we will train new people interested in a lucrative and booming real estate market. Call Len Guion

Norwood
No. 12, Inc. 478-2000

ACCEPTING APPLICATIONS FOR FREE
REAL ESTATE CLASSES
Call Mr. Yurek 771-9470

SALES TRAINEE

College grad to learn water heater business. Inside sales desk with future advancement to outside sales. Reply in writing only. Lennox Water Heater Corp. 12151 Coyle, Detroit, Mich 48227

Recent Expansion

Created an opening for mature, experienced Realtor Associate Outstanding commission payment plan. High quality office and staff. Call for personal interview

GRAMCO
525-7400

WANTED: We are looking for crew manager & telephone sales persons (ex-newspaper carriers, housewives, college students). Must be capable of organizing our sales crew of boys and girls to solicit Detroit News subscriptions or sell subscriptions over the telephone. We will show you how. Good commission, earnings up to $4 per hour 18 and have own transportation. For interviews call Monday 9 AM - 5 PM, Monday through Friday 558-8550 or 626-5299

WANT TO BE Your Own Boss? Farmers Insurance Group has openings for Agent Trainees. Training will not interfere with your present employment. Call for particulars. 459-8070. Equal Opportunity M/F 557-0065

507 Help Wanted Part Time

SECRETARY. Preferably West Bloomfield High or Oakland Community College Student or ex-Real Estate sales person with Multiple knowledge. Typing essential, shorthand preferred. Experience helpful but not necessary. Hours a week plus alternate Sat or Sun. Pay commensurate with skill and experience. Ask for Elaine. 851-4990

INTERESTING TELEPHONE Work. We now have openings on our afternoon shift from 1 to 5 PM. Hourly pay plus bonus. Call Southfield 559-1280

SECRETARY
Experienced, non-smoking for permanent part time position in Engineering Office to relieve 2 secretaries. Help I can meet you have good typing skills, spelling and grammar. Will transcribe from dictating equipment. No shorthand required. Can adjust hours for well-qualified person. Send resume to Marriott Walker Corp., 925 E. Maple Rd., Birmingham, Mi. 48011

PERMANENT PART TIME — Approx. 30 hours per week. Clerical, some typing, enjoys working with figures, public contact, call the Birmingham Community House, Ms Mindel 644-5822

MATURE ATTENDANT, coin laundry, Garden City 525-9324

JANITORS
Experienced Men & Women. Downtown Detroit Evening work
831-5030

RESEARCH INTERVIEWERS
Market Research research has positions available for people to conduct telephone interviews at our downtown location. Pleasant speaking voice and good reading ability is required. Interested persons must be available weekends and some mornings, afternoons or evenings. No sales involved. We will train. Call after 8AM. 962-2414

MATURE person, part time, typing, filing, telephone. Southfield area. 559-0626

507 Help Wanted * Part Time

PART TIME

Estee Lauder
Promotional Assistants

Unusual opportunity for those desiring part time work, approximately 15 to 20 hours per week during the year, representing Estee Lauder during special promotions. Call Monday, July 10, between 9 AM - 7 PM to discuss your qualifications.
(313) 559-6500
Ask for the Estee Lauder Suite

If you prefer, send resume to Dept. I-S, Estee Lauder, 767 Fifth Avenue, New York, N.Y. 10022.
An Equal Opportunity Employer

JANITOR
Experienced floor man 4AM-7AM, 20 hours per, week. Schoolcraft, Middlebelt area
831-5030

HARDWARE SALES
PART TIME
Mature individuals needed to work Sat. Sun. Flexible hours on other days. Prefer individuals with retail experience. Westland area Call Craig

ACE HARDWARE
729-5060

PART TIME Janitorial help for Plymouth area. Call 544-6600

Summer Openings

Our company has moved to Farmington so we are enlarging our staff. We have openings for telephone solicitors. Experience not necessary but nice. Day or evening shifts available. Salary plus bonus. Housewives and students earn excellent money for part time work. Call Sue or Wendy.

Century Trane
32500 W. 8 Mile
478-5021

MAN WANTED part time for night janitor. Hours 12PM to 8AM. Will train 349-1600

PART Time instructors Do you have an interest or skill you would like to share with others in the community? All subjects recreational, craft, etc. etc. Day, evening, weekend classes. Birmingham Public Schools Dept of Community Services 642-6010

STUDENTS & HOUSEWIVES — would you like to get out of the house for a few hours in the morning or evening? We may have what you are looking for. We will train you. For an appointment, please call between 9-12; 5:30-9 pm
455-0300
An Equal Opportunity Employer

LIBRARY ASSISTANT. 21 hours per week. Must be available some evenings and weekends. Typing required $3.75 per hour Call Farmington Library 553-0300

HIGH SCHOOL or College student assistant positions available as custodial assistants, clerical assistants, library pages. Must be Farmington Hills residents or students from Farmington, Farmington Hills or Southfield $3.65 per hour. Call Farmington Library 553-0300

MATURE woman, part time, for Deli work, Plymouth Apply in person. 896 N. Mill, Old Village Sausage Shop

Part time. Credit Investigator. Must Type. 15-25 hours per week. Will train. 525-7800

SR. INTERIOR Designer wanted. Must have qualified educational background 645-8510

PART TIME - general office help. 1 or 2 days per week. Wayne area 326-1622

YOUNG BOY, 16 to 18 to do yard work and other household duties in Rochester area 15 to 18 hours weekly. 651-1638

BUS PEOPLE
Days, Monday thru Friday, no weekends 11 Mile & Telegraph area. For appointment call 355-8170

PART-TIME Office girl. Typing, filing and light bookkeeping. Call Kathy 356-2747

OPENING FOR experienced librarian. Part time basis. Send resume to: Temple Beth El, 7400 Telegraph, Birmingham, 48010. Or call Mrs. Lucille Miller, 851-1170

PART TIME. Chiropractor's office, type, file, patient duties, hours 3 PM - 8 PM. Mon., Wed., Fri., $3 per hour. 261-2121

PART TIME Data Processing Clerk needed in Birmingham area. Hours are late evening to early morning, Mon. thru Thurs., Sat., and some Sundays. Duties include operating terminal, bursting and trimming of forms and packaging of reports. Call Financial Data Systems for appointment 642-0055

EVENINGS $$
Interesting telephone work from Royal Oak office. No experience necessary. Ideal for college student or retiree. Salary. Call for interview appointment. 398-8000

PART TIME MAID
Saturday & Sunday only. Apply in person 2-3 PM at Mayflower Hotel, Plymouth, Michigan

CONCERT PERSONNEL, part time, evenings, apply in person 318 W. 4th, Royal Oak, Thurs - Tues - noon to 5 PM.

TEACHERS, EXTRA Earning for Extra Teach & Duplicate bonuses. Get whole story call for interview appointment 626-9120

SHAMPOO Girl wanted, part time Be'Lynn Coiffeurs & Fashions 38255 W. 10 Mile Rd., Farmington 476-8222

PART TIME - We're looking for people to do interesting and diversified phone work. No sales involved. Pleasant office atmosphere. Day or evening hours. Previous telephone or public contact experience preferred, but will train Farmington Hills 851-4422

COOK

Limited menu snack bar-mature, dependable women preferred. Nights and weekends. Apply in person after 12 noon.
MAYFLOWER LANES
26600 Plymouth Rd.
½ mile W. of Beech Daly

SHAMPOO GIRL, part time. Thursday thru Saturday Be Lynn's Coiffeurs 476-8222

MATURE WOMAN needed for Switchboard operator in busy Real Estate office. Evenings & Weekends. Must be good typist but will train on switchboard. For interview please call Carol Higley 553-8700

508 Help Wanted Domestic

SITTER, FULL Time, 7 AM - 3 PM beginning in Fall $70 weekly. 17 Mile Rochester 689-4673

SITTER, 7 AM - 8:30 AM School Days (live another children Tuesday afternoons home to St. Hugo's School Mon $3.00 per hour 652-6329 or 652-2286

LIVE-IN Mature Woman for patient 7 days or less Non-smoker Wages negotiable. References Northwest suburb. Call 9 AM - 12 noon 2 PM - 4 PM 334-6254

BABY sitter needed in my home for a 17 month old son. Prefer older woman or someone 37 years or older. Cherryhill & Inkster. 565-1362

TEACHER needs baby sitter 3 days per week. Begin September. 8 month old baby girl. 7:30-2:30. Own transportation. Lahser-11 Mile 357-1107

LADY wishes housekeeping Livonia, Redford, Farmington, Southfield Reliable, dependable 534-0775

MATURE WOMAN for regular part time baby sitting, good hours, my home. Call 645-9669

BABYSITTER full time, 8 AM - 4:30 PM Monday through Friday. Sheldon & Ann Arbor Rd area 2½ year old and 4 year old. After 5 PM 455-2484

BABY SITTER, 10 hours weekly. Small child. Westland area 261-6414

HACHELOR
In Birmingham High Rise
Needs housekeeper for 1 or 2 days per week. Hours flexible. Good wages for qualified Person After 6 PM 644-1265

RELIABLE WOMAN, income earner for Mother, Friday, 8:15 to 4:15 beginning Aug. 27. Your home, mine. Farmington. Southfield 553-9166

TEACHER NEEDS older woman to give loving care for year-old son Monday - Friday, September-June 8:30 AM - 4:15 PM. My home, own transportation References. Troy 689-4181

DIRECT CARE person for eight handicapped women, weekdays evenings. Milford. Send resume to Box 48, Observer & Eccentric Newspapers, 36251 Schoolcraft, Livonia, Michigan 48150

IF YOU'RE a Teenager living in the Orchard Lake, Long Lake, Middlebelt area & would like to baby sit occasional day 851-3513

COMPANION Who needs a nice, pleasant 56 year old - semi-invalid woman. Light housework 370 per week 557-3600

BABY SITTER needed 18 or over. Must have own car, afternoon shift Frank & Frank Realtors 557-3600

BABY SITTER wanted to take 3 year old to Red Bell Nursery in Westland, Mon. Wed. Fri. 6:30 AM 3 a.m day Call after 5:30 PM 522-3026

RELIABLE BABY Sitter needed for 2 children, 3 days a week starting August 14th. 9 Am to 4 Pm. My home. Own transportation. References. Birmingham area 649-5152

MATURE EXPERIENCED woman to baby sit 3 days week 8 to 5 Pm in my home for 2 children old baby Southfield and 11 Mile area 557-7417

MATURE reliable baby sitter needed, 8 children, my home, your transportation. Plymouth area, references. 8:30 - 11:30 455-4227

MATURE WOMAN, for companion care & light housework. 5pm-10pm, five days. Own transportation, refs 474-6257

PLEASANT woman as aide and light housekeeping for semi-invalid, live-in. 5 days, Oak Park $90 per week 851-5226

GIRL TO ASSIST partially handicapped person, 2 days a week, 3-4 hours Birmingham area 644-0600

MATURE, dependable person for 2 children, 4 & 1, prefer my home. Ford & Haggerty Roads Call after 7PM 981-3063

CLEANING WOMAN Experienced Must furnish own transportation & references. One day a week. Birmingham area. 541-6496

BABY-SITTER NEEDED
Call after 5 PM
355-3092

MAID - Full time Mon thru Fri. Own transportation. General cleaning & laundry. 341-1100 ext. 682-2368

BABY SITTER - Experienced, for baby girl. 8AM-6PM. Mon thru Fri. Own transportation 11 & Farmington area. 476-8924

TEACHER needs experienced sitter to care for one 10 month old. Mon thru Fri. 7:30 AM - 3:30 PM beginning Sept. My home, your car. W. Bloomfield. call evenings 626-3209

HOUSEKEEPER, Fridays, must be good with children, have references, own transportation 11 Mile & Farmington Rd 661-1020

LIVE-IN NURSING AIDE Care for baby in Birmingham home. Salary and comfortable home. Free to qualified. Nursing license required. Call after 5 PM KE 3-1110

BABY SITTER needed immediately for 13 month old, part time days summer, in my West Bloomfield home. Must be at least 15 with infant experience Mon thru Thurs. 6 to 9:30 PM and Tues & Thurs. 11 AM to 2:30 PM 851-9616

BABY SITTER needed beginning October for 7 month old girl, my home, own transportation References negotiable. Farmington Hills 553-9845

TEACHER NEEDS baby sitter for infant, 2 yrs. & 6 months 12 Mile Orchard Lake area. Salary negotiable.

MATURE baby sitter from 7AM-6PM or live in. Salary plus room & board. 2½ yr. old baby girl. Orchard & 12 Mile area. 559-7217

TEACHER needs babysitter Farmington Southfield area. One child, 16 months. Your home. Schedule negotiable 358-2287

HOUSEKEEPER, one day per week. Good salary. Farmington Hills, must have transportation and references. 661-2020

LIVE-IN lady to care for small invalid woman. No housework. Good pay. Schoolcraft, Inkster, in Livonia. After 6 pm. 261-3284

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