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only: Good pay & good benefits

625-4116

large modern olive. Experience desired for this permanent position. Send qualifications to 2071 Church Lane NE, Suite 101, Pomona, N.J. 08059.

WAREHOUSEMAN: duties include inventory, receiving, stock control, some general driving. Send resume to: **WAREHOUSEMAN**, c/o **JOHN J. HANCOCK**, 1000 N. 10th St., Suite 100, Pomona, N.J. 08059.

TWO STORES: STORE MANAGER - experience, training, stock control, some general driving. Send resume to: **JOHN J. HANCOCK**, 1000 N. 10th St., Suite 100, Pomona, N.J. 08059.

PONTIAC

OSTEOPATHIC

HOSPITAL

NURSE

647-7336

RECEPTIONIST/FILE CLERK

For 08-Gyn clinic, experience preferred but not necessary. Southfield

647-7336

An Equal Opportunity Employer

OFFICE SKILLS

Come in and have a cup of coffee and find out what we can do for you.

504 Help Wanted

RECEPTIONIST/FILE CLERK

For 08-Gyn clinic, experience preferred but not necessary. Southfield

Suburban ad agency seeks full time copy writer/producer with 3-5 years experience. Must have strong writing skills. Benefits and salary commensurate with experience. Send resume to: JOHN J. GILBERT , 10000 Grandview Ave., Suite 200, Dallas, TX 75243. EOE	DEPT. ASSISTANT - We are experienced in the chemical laboratory and knowledge of chromatography is essential. A bridge position is needed for a Crownsville Division Office. Must have 3-5 years experience. Send resume to: JOHN J. GILBERT , 10000 Grandview Ave., Suite 200, Dallas, TX 75243. EOE	HEALTH RECORDS ANALYST Experience in coding, abstracting and medical audits required. Part-time, 33 hrs. per week, days. Salary commensurate with experience. Send resume to: JOHN J. GILBERT , 10000 Grandview Ave., Suite 200, Dallas, TX 75243. EOE	Experience not necessary. Be paid while you train. Mature, responsible applicants desired. Experience in health care preferred. Differential for night shifts. Send resume to: JOHN J. GILBERT , 10000 Grandview Ave., Suite 200, Dallas, TX 75243. EOE	Wanted for busy doctor's office in Southfield. No experience needed, will be trained. Send resume to: JOHN J. GILBERT , 10000 Grandview Ave., Suite 200, Dallas, TX 75243. EOE	Mature individual able to deal with elderly in an elegant senior citizens retirement complex. Some experience in Accounts Receivable & Payable & payroll helpful. Salary \$150-\$175. Send resume to: JOHN J. GILBERT , 10000 Grandview Ave., Suite 200, Dallas, TX 75243. EOE	Emmett Chevrolet 10000 Grandview Dallas, Texas 353-3826	since protection. Paid vacation. We will train.
WAREHOUSEMEN Shipping and receiving. Full time. Apply to: JOHN J. GILBERT , 10000 Grandview Ave., Suite 200, Dallas, TX 75243. EOE							

WE NEED YOU

Now is the time to join our family of high specialists and Healthcare. Due to rapid growth, we are seeking individuals with the following qualifications:

DENTAL ASSISTANT - experienced, 4 days a week, no weekends. Cation area. 499-5370

DENTAL ASSISTANT - oral hygiene, 4 days a week, no weekends. Cation area. 499-5370

ALLIANCE COMPANIONS RNS, LPNS, OTS, PPS & HHS. Immediate placement in the home. 24 hr. availability. 455-0510

CONVALESCENT CENTER 190 Magnolia, Plymouth 455-0510

RECEPTIONIST - Optometrist office to supplement receptionist. Experience in general office & phones necessary. 3 days a week with calls. People between 9 and 5 PM. 477-7334

Mature individual able to deal with customers in elegant senior citizens apartment complex. Experience in general office & phones necessary. 3 days a week with calls. People between 9 and 5 PM. 477-7334

US Tool Counter - 445-4500
Equal Opportunity Employer M/F

BILLING PATROLS Permanent position for individual with post graduate skills who enjoys working to provide with customers and store personnel. A Nice, Temperate Area. Call Mr. Berlin. 258-8800

WAREHOUSE POSITION
Part time. Will train self, mechanical & industrial student. Some heavy lifting & paper work. Needs car. Call Marlene at 453-4486.

DENTAL ASSISTANT Full time. Four class assistant for outstanding Birmingham office. Experience preferred but will train. Call Marlene 466-3111.

AN HOUR TO START
For medical assistant. Doctors office for central Northwest District. Will train responsible & mature person in all areas of patient care. Interview 466-3111.

WISPERING WILLOW MANOR
-Nursing Home-
49559 S. Warren

Registered Nurse
Open for full time RN for day shift. Psychiatric experience.

A BANK HIRING TRAINEES
Tellers to \$15.00/hr.
Clerk Typist to \$11.00/hr.
Greeter, receptionist & processing clerks to \$10.00/hr.
Many good openings. Immediate start. Most

ADVERTISING AGENCY
Needs 4 secret. clerical assistants. One must have light shorthand ability. Good salary. Good benefits. No experience an asset. Responsible jobs with

Rapid advancement potential. We are a national company located in the New York state exchange. For interview call Mr. Rosen 534-1040.
An Equal Opportunity Employer

STAHLL Mfg.
12262 Woodbine, Detroit
Benefits. Apply immediately.

COMMUNITY SCHOOLS
Innovators Journeyman openings
Electronics Technician
Drawing & Design
Make application in

inv. Southfield. Experience preferred but will train. Salary, Blue Chip plus benefits. Call 284-2113

INSURANCE GIRL - Part-time, Inv. for Detroit Office. Experience preferred. Flexible hours. (284) 1212

DENTAL ASSISTANT-Chairside Part time 4-6 p.m. U.S. Dental, Dearborn. Make application in

WAKEMAN MANOR
19810 Farmington, Livonia/474-3500
Benefits. Apply in person

ACCOUNTING CLERK
Holds the world's largest part control company in seeking a detail oriented individual possessing good typing & math skills. Salary commensurate with experience. No typing needed. Enthusiastic to teach

BOOKKEEPER
And General office assistance. No typing needed. Salary commensurate with experience.

Clerical Position
Full time
Good Math. Attitude. Must

SWIM TEAM TEACHERS AND COACHES Swimmers, all positive, all materials swim. Swimmers must be experienced and certified. Salary \$15,000 per year. (Call) 354-0505	WELDERS, all positive, all materials must be journeymen card. Apply in person. Salary \$15,000 per year. (Call) 354-0505	DENTAL ASSISTANT for Tray Office. Must be neat and pleasant. Experience preferred but will train. Please call (Call) 354-0505	Marycrest Manor 15475 Middlebelt, Livonia 422-9175	Full time, day shift. Apply in person WILLIAMS FARMER'S CENTER	RN-LPN in Southfield. For application & inter- view call today, and for Salary - \$15,000	ACCOUNTING CLERK in work with billing, receivables, payables. Depend- able. Career opportunity in pleasant surroundings.	BIRMINGHAM PROPERTY MANAGEMENT firm needs full Charge person for full time position. Good typing skills required. Career opportunity in pleasant surroundings.	INSURANCE SERVICES UNIT Mrs. Joyce 157-5100 Ext. 110 An Equal Opportunity Employer
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TELEPHONE WORLD CAMERA Birmingham needs full time Asst Manager for Film & Dark room department. High School Graduate. New specialties. PM 1700	PLEASE call 517-4918 Medical Receptionist - Experienced in Southfield. Must know all office procedures. Knowledge of X-ray helpful. Monday thru Friday, Friday benefits. 569-2159	NURSE AIDES REWARDING JOBS OPPORTUNITIES. Become a needed and special individual in the health care field. All ages and backgrounds. No previous experience necessary. We will train you in proper methods. But will train recent high school/college grads. Call 284-4400, ext. 101. BOOKKEEPER Excellent typing skills for busy Top Executive office. General office and Public	URGENT CONVALESCENT CENTER 455-0510	As Equal Opportunity Employer CLERK TYPIST Excellent typing skills for busy Top Executive office. General office and Public
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IMMEDIATE OPENINGS IN SUNSHINE OFFICE	Persons to do yard work for apartment complex in Oak Park. Call 366-8055	207 Elizabeth Lake Rd. Suite 101, Fox- worth, Mich. 48343	CONSUMERS CENTER 2649 Franklin Rd., Southfield 48034 975-3322	Our modern, expanding hospital has im- mediate openings for full time nursing supervisors. Must be aware of modern trends in nursing process and documenta- tion.	for property management on. 326-5163	of Ford Rd., Westland. 474-8115 An Equal Opportunity Employer
NO SELLING	DENTAL RECEPTIONIST Experienced in dental insurance work.	MEDICAL ASSISTANT, Radiology - at least 1 year Medical Office experience. Typing 40 WPM. 555-2900	352-7390 NURSE AIDES	ACCOUNTS PAYABLE & PAYROLL Student OK to assist controller. Book- keeping and some typing required. 3	BOOKKEEPER	Clerk Typist

CALL ART MOORE 313-557-6877	YMCA needs Swimming, Sports skill, Gymnastics, Tennis.	PALM COAST INC.	MEDICAL ASSISTANT Long & Poye Road, Southwest area. DR. PERSONNEL Full time Experience in Veneer Procedure, ERG, Little X-Ray, Garden City area. MEDICAL ASSISTANT Sole 102W. Lincoia Office Parttime across from Lincoia Mall, 19509 McGilchrist, Mon.-Fri., 4-Wed. & Fri., 10-12 241-0633	AMC HEALTH CARE I RN'S-LPN'S - ENJOY - ADMINISTRATIVE TRAINING	SCOTT GROUP	CALL NOW Farmington Roads. Must type at least 45 WPM accurately. Previous office experience desirable. Call
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NORTHVILLE
 Accurate with figures, type 40wpm.
 Experienced preferred. Excellent
 salary. Train in downtown Detroit.
 Call for interview. Position open
 553-0202

\$4.00 PER HOUR
 Telephone Survey
 Full time position
 553-1450

DIETARY AIDE
 To work in patient dietetics
 department, Southfield area.
 All shifts available, full or part time.
 MEDICAL OFFICE ASSISTANT for
 644-8182

NURSE AIDES
 To work in patient dietetics
 apartment complex, Southfield area.
 All shifts available, full or part time.
 644-8182

OUTSTANDING BENEFITS
 • Your choice of job
 • Scheduling
 • Assignments

ADVERTISING
 SECRETARY
 To work in patient dietetics
 apartment complex, Southfield area.
 All shifts available, full or part time.
 644-8182

CLERK TYPIST
 bookkeeper with retail experience.
 Must be able to supervise and coordinate
 office procedure and personnel.
 Typing experience preferred. Excellent
 salary and fringe. Pleasant office.
 879-8000

of Detroit
 An Equal Opportunity Employer

FEDERAL SAVINGS 861-7600, ext. 10	Dental-Medical Southfield 352-7390 ATTENTION X-RAY TECHS, immediately opening for medical clinic in Grosse Pointe City. Call Galt for interview. DIETARY AIDE. Experience desired.	MEDICAL OFFICE: Part Time, 11:30 AM-4 PM, 4 days per week, experienced in Blue Cross & Medicare claims, typing, front desk, bookkeeping, and office management. 353-2810 NURSES AIDES	PERSONNEL POOL Blind/D/Politic 334-9220 Blind/D/Std. 669-1650 A CNA offering the best service.	353-2090 SNELLING & SNELLING PERSONNEL We're detail conscious, dependable, able to work well in both accounting & secretarial departments. Typing (CNA) and bookkeeping (CNA) a plus.	BOOKKEEPER/SECRETARY Must be detail conscious, dependable, able to work well in both accounting & secretarial departments. Typing (CNA) and bookkeeping (CNA) a plus. 353-2090 CLERK TYPIST	BARN OAKLAND 669-7100, Ext. 384
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5 day week • Days Indoor courts To take full charge DENTAL ASSISTANT for end surgery office, Birmingham area, full time, dental background preferred. Call 910-524-3355	257-4143 DOCTOR'S OFFICE needs: Medical Transcriptionist, part-time, experience preferred. Knowledge of board & typing a must. Send information to Box 440298 & Executive Services, 28551 Sobieski Rd., Arlington, Virginia 22206.	Two weekend assignments, top priority with pay differential. Days & Afternoon Shifts Apply in person FRANKLIN MANOR If you are experienced, call for appointment. 956-1661	Job starts 1st Wednesday of next month (Monday thru Thursday, 9 to 5 PM Saturday & Sunday, 12 to 4 PM) at a salary of \$19 per week. Please call Maxine Doreau at 522-6260.	BOOKKEEPER/SECRETARY for Toy brand firm. Light typing, phone answering. Must be experienced in payroll, tax forms etc. 879-5163	An Equal Opportunity Employer with affirmative action program CLERK/TYPIST needed for Livonia office. Please call Bill or Jo at 224-1111
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12640 Elmira Plymouth-Schafer area. 834-6680	Both full time. Garden City 425-9130	EXPERIENCED CHAIRSIDE DENTAL Assistant for pleasant new Sterling Virginia office. Call between 8.5 PM. Mon.-Fri. 579-1040	Wayne Wetland area. Must be experienced in insurance field. 4 in day work week. Excellent benefits. 721-7554 earnings \$16-2114	Well Manor, 520 W. Main St., Northville	OPENINGS
DENTAL ASSISTANT Opportunity for career minded person with previous dental experience. 425-9130	EXPERIENCED CHAIRSIDE DENTAL Assistant for pleasant new Sterling Virginia office. Call between 8.5 PM. Mon.-Fri. 579-1040	Wayne Wetland area. Must be experienced in insurance field. 4 in day work week. Excellent benefits. 721-7554 earnings \$16-2114	Well Manor, 520 W. Main St., Northville	OPENINGS	SOS Staff
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502 Help Wanted Dental-Medical

EXPERIENCED DENTAL ASSISTANT for specialty practice in Birmingham area. Full range of benefits, salary open. 467-7739

NO EXPERIENCE. NO DULUTION. 428-1210

MEDICAL TECHNOLOGIST
Our small suburban hospital has an im-

Mon. thro Fri.
University Nursing Home
28550 W. Five Mile
Livonia 427-8270

338-7271 ext 262
PONTIAC
OSTEOPATHIC HOSPITAL
Desired: 1st assistant

FARMINGTON 477-9842
ATTENTION: reliable thinking person with aptitude for business, good phone voice with typing skills. Hours from 9-5.

HAVE PLEASANT TELEPHONE VOICE. ABLE TO START IMMEDIATELY.

CLERK TYPIST
To perform various clerical and typing functions in the claim department. Some clerical experience required. Ex-

ALL SHIFTS
FULL TIME PART TIME

EXPERIENCED INSURANCE CHILL
 Having helped in
 risk management office in Southfield,
 Call 248-2350

**Metropolitan Hospital &
 HEALTH CENTER, WEST**
 28303 Joy Rd., Westland

EXPERIENCED Lab technician for

NURSING ASSISTANTS
MIDNIGHT SHIFT

3pm-11pm or 1pm & 7pm to 3pm
 Full time at part time positions avail-
 able. Contact Mrs. Hill, Director of
 Nursing, 414-0505, Davis Convalescent
 Center, 29710 Moorock, Livonia

BOOKKEEPER, full time, experience
 and references necessary. Must be
 knowledgeable with Payroll, Accounts
 Payable, Receivables, etc. 482-6558

1630 Beach Drive RA
 255-2100

As Equal Opportunity Employer
CUT OPERATOR - 1750, day and even-
ing shift, 40 hour week, an OPM
required, exp. req. Southfield area.
 1-800-441-1984

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applicant, Evergreen, 10 Mile Area. 649-0737
ops will be considered, Westland area. 421-2875
4231 Schoolcraft Rd., Livonia, Michigan 48150
Age 35 or older. Call weekdays 10:30 a.m. for Office Manager. 647-5543
required, Plymouth Area. Interviews for interview, 646-1368
522-6800, ext. 288
An Equal Opportunity Employer
A Equal Opportunity Employer