Help Wanted

500 Help Wanted

APPLY NOW

Day, Afternoon & Midnight Shifts
WE ARE ACCEPTING APPLICATIONS FOR PACKAGERS, LIGHT ASSEMBLY AND WAREHOUSE WORK. LONG TERM ASSIGNMENTS, 40 HOURS A WEEK, NEAR YOUR HOME. THIS IS AN EXCELLENT OPPORTUNITY TO ESTABLISH EMPLOYMENT REFERENCES. MANY JOBS - COME IN AND SEE US!
FEMALE/MALE

Somebody Sometime

TEMPORARY HELP
Livonia - 17322 Farmington Rd. (In Burton Executive Park)
525-5170
Detroit - 16415 W. 8 Mile
272-8500
Dearborn
23400 W. Michigan
Suite 420 - Village Plaza
565-3500

ARCHITECTURAL DRAFTSMAN - Some experience required. Must be able to read architectural drawings thoroughly. Job entails assisting shop drawings for hollow metal doors and frames. Permanent position. Full benefits including fully paid Blue Cross. Call or write: Michigan Metal Door, 36050 Michigan, Inkster. 562-3870

ARE YOU TIRED of your Dead-end Secretarial Job? We offer a chance to move into Sales, that allows you to work at your own FAST pace. Income limited Only by your desire to succeed. You make your own raises while we train you in our business. 558-5160

ASSEMBLY PERSON needed, full-time. Pay - $3.19 per hour. Good benefits. Excellent chance for advancement for right person. No experience necessary. Apply in person, Monday thru Friday, 8 AM till noon. 13374 Farmington Rd., Livonia.

ATTENTION!
24 JOB OPENINGS for honest, hard-working young men or women. Year-round, Full-time work, starting at $1,250 monthly - for those who are selected & can start immediately. Call Now! Call 851-5355 - Monday & Wednesday, 9AM to 3 PM Only.

BEACH MANAGER & Lifeguards with WSI for lakefront beach. Send resume. P O Box 462 Franklin, Mich. 48025

BRANCH MANAGER/ASST.
Assignment as manager of new suburban branch upon successful completion of training mid-1980. Prior retail credit or mortgage experience desirable. Degree preferred. Position will require heavy field contact with real estate brokers and builders in addition to supervisory responsibilities of managing dependable men and women may apply 9 to 3 PM, Monday thru Friday at the office nearest your home.
DETROIT FEDERAL SAVINGS
961-7400 Ext. 10. An Equal Opportunity Employer

Bridgeport Operators
O.D.I.D Grinders
Air Foil Surface Grinder (Guillotine)
Experienced Lap Hand
Mattison Grinder Operator
Day and night shifts. Top wages, quarterly paid profit sharing. Overtime, 15% premium for nights, highly experienced job shop men only. Benefits galore including, Prescription, Dental, air conditioned, shop, new equipment, 3 year program.
DUNN TOOL CO.
33100 CAPITAL
LIVONIA, MICH.

APARTMENT MAINTENANCE. All around apartment maintenance, experienced knowledge of plumbing required. Apply 9 to 5 PM. Balmoral Office, 30556 Southfield rd. 647-7172

BURNING MACHINE Operator, Electric Eye. Experienced Only.
626-2410

CAFETERIA Help, no experience necessary. Apply 41425 Joy Rd., Canton, ask for Mr. Keller, or call: 459-0830, Ext. 324. After 3 PM. 348-2164

CALL SARAH to discuss your possibilities of becoming a Robbins Housekeeper. Ann Arbor area. Call Monday thru Friday, 10 to 3. 425-1850

CAREER CHANGE?
FOR ENTERPRISING MEN AND WOMEN
Real Estate today is a big business, but unlike most big business, it offers exciting unlimited opportunities to individuals.

Once you have completed REALTY WORLD's in depth training, the most advance techniques in Real Estate and Marketing you will be off to a quick start and continuing success.

The number below may be the most important phone call you'll ever make.
525-1810
CALL Mrs. Lynn
For Interview Appointment

CARPENTER
MEIJER, INC.
Is seeking a JOURNEYMAN CARPENTER to work in the greater Detroit area throughout its Thrifty Acres.

Duties include: rough & finished carpentry, installation & tile work, maintenance of shelving, floor tile, overhead doors & various store fixtures. The individual selected will also coordinate & establish priorities of maintenance work with store personnel.

A complete company paid benefit package is provided including: dental, life, optical, prescription, hospitalization & major medical insurance, paid holidays, personal leave days & vacations, sick pay plan and vested pension plan.

Persons interested may obtain an application from any Thrifty Acres. This application should be submitted along with a resume to the attention of Rod Benjamin at:
MEIJER
THRIFTY ACRES
45001 Ford Rd.
Plymouth, Mich. 48187
An Equal Opportunity Employer

CAR WASH ATTENDANT
Reliable, mature. Garden City area. Call between 9am-5pm. 425-0930

CASH CRUNCH?
KELLY SERVICES can help you! Our LIGHT INDUSTRIAL Division has many temporary assignments available for LIGHT PACKAGING & ASSEMBLY WORK. No experience necessary. Must be flexible and have transportation. Dependable men and women may apply 9 to 3 PM, Monday thru Friday at the office nearest your home.
29449 W. 6 Mile, Livonia
For Plymouth, Farmington & Novi area
522-4025
2239 S. Telegraph, Bloomfield H.
For Pontiac area
642-9650
309 E. Grand River, Brighton
For Novi, Brighton & Wixom area
227-2034
KELLY SERVICES
"The Kelly Girl People"
Equal Opportunity Employer M/F

500 Help Wanted

AUTO MECHANIC
Used car department, full time, experience necessary for all makes of cars, know heavy work. Must have tools. Benefits including Blue Cross and Blue Shield. 5 days a week. Apply in person and ask for the Used Car Manager.
TOWN & COUNTRY DODGE
3105 Grand River
Farmington

CASHIER EXPERIENCED
Full Time. Also need Deli Counter Help. Apply Villa Bakery, 6237 Middlebelt, Garden City.

CASHIER-Self serve gas & convenient food. $3.50 per hour. Redford, Dearborn & Farmington area.
478-3551

CASHIERS WANTED
Moonlighters, retirees, housewives. No experience necessary if qualified, will train. Dearborn Heights area. 562-5520

CHEMIST, FOREMAN MAINTENANCE
For Steel pickling & plating processing plant in Taylor, Mich. Salary commensurate with experience & ability. Plus full benefits. Send resume to Box 920, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

CLEANER & PRESSER, full time, for cleaning plant in Plymouth. call between 10 AM & 12 Noon. 455-9170

CLEANING LADY
Part time Monday, Wednesday, Friday. Hallmark Furniture, 28795 Plymouth Road, Livonia.

CLEANING PEOPLE
For large Apt. complex in Westland. $3 per hour. Steady Job. Must be sober & dependable. Call 10 AM to Noon only. 358-0455

-COLLECTORS-
MICHIGAN BANKARD
Michigan's largest Bank Credit Card firm has several openings for aggressive individuals in our Collection Dept. We offer a good starting salary and benefit package. If interested, call for interview.
552-3929
An Equal Opportunity Employer

Computer Programmers
SEVERAL OPENINGS
New Contract
Experienced only. Full and part time. IBM 360/65 COBOL. On-line programming. Mini computer, On-line Business Basic language. Excellent salary and benefits. Send resume to:
3 PM, Inc
CPU Department
30881 Schoolcraft
Livonia, MI 48150
427-2000, Ext. 205

COSMETICIAN
Full-time position available for person willing to learn how to sell skin care, cosmetics & maintain full-time Cosmetic Department. Excellent working conditions & excellent benefit package.
Apply at: Arbor Drugs in Northville, 133 E. Dunlap. 348-2013

CREDIT MANAGER
A Detroit hospital is seeking a Credit Manager to be responsible for the supervision of credit, collections and cashiering functions.
3 or more years hospital credit and collections experience required. Degree preferred.
Salary is commensurate with previous work experience and educational background. Excellent fringe benefits.
Please send resume in confidence to: Box 188, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150
An Equal Opportunity Employer

Credits & Collections
Permanent full time work in an interesting well paid position. If you want a job which is never monotonous and always interesting, call us. Paid vacations, sick time and insurance. Salary and bonus. Call Mr. Horwitz.
BONDED COLLECTION CORP.
537-5100

DESIGNERS
LAYOUT
CHECKERS
Special machine shop jobs. Positions open in Rochester and Farmington Hills offices. Good working conditions, lots of overtime, fringes including employee paid master medical, holidays, and annual bonus to qualified people.

VOGUE MACHINE DESIGN
626-6061

DIETARY AIDES
Dependable persons needed in modern health care facility. As high as $3.30 to start.

FOUR CHAPLAINS
Convalescent Center
28349 Joy Rd
Westland, Mich

DOOR TO DOOR market research interviewing in southern Oakland County beginning January 2. Excellent for college students, homemakers, part time workers. No experience necessary, we will train. Must have car. If interested call Market Opinion Research, 963-2414

DRAFTSPERSON needed. Must be able to spell. Some keyline experience helpful but will train. Apply 13060 Capitol, Oak Park.

DRUG CLERKS.
Part time, full time. Joy, Telegraph area. Experience helpful.
274-5300

ELECTRICAL ESTIMATOR
Livonia contractor needs experienced person for commercial and institutional work.
425-1011
An Equal Opportunity Employer

ELECTRICAL FOREMAN, (UNION)
Small industrial electrical contractor, guaranteed full time work plus bonus. CALL: 362-2460

500 Help Wanted

COST ENGINEER
Due to rapid growth and expansion, division headquarters of large plastics concern is seeking an engineer to develop cost of products. Ideal candidate will have Blueprint reading ability and Math aptitude. Industrial/Manufacturing engineering experience subject to resumé. Please reply in strictest confidence to:
R.H. Kenna, Director of Personnel
ITT UNITED PLASTICS DIV.
1840 E.AVIS DR.
MADISON HEIGHTS, MI 48071
An Equal Opportunity Employer

ENGINEERS
Industrial Engineer
Manufacturing Engineer
Electrical Engineer
Tooling Engineer
Maintenance Engineer
Project Engineer
Research & Development
BARON PERSONNEL
354-6690

99
ENTRY LEVEL MANAGEMENT
Fee Paid. Excellent growth potential. Degree or Business experience.
Baron Personnel 354-6690

EXPERIENCED FULL time gas engine truck mechanic. Excellent benefits. Call for appointment.
525-0850

EXPERIENCED, licensed cosmetologist, full or part time. Tel-Craft Shopping Center. 535-1445

FASHION RECRUITER TRAINEE
$16,000 to $25,000
National training school.
Call Susan or Don.
Personnel Recruiters
358-3300

FIRE CHIEF
City of Livonia
Salary $27,535.25-$32,508.80. (Includes Cost of Living Wages and benefits subject to review 12-1-79). Must be U.S. citizen; have at least 10 years full time paid experience as Fire Officer in governmental agency with full time Fire Department. 2 of these years to have been spent in administrative capacity; OR have regular status as Capt., Chief, as Fire Marshall, or Sr. Capt. with Fire Division of City of Livonia. AND experience must be reasonably consecutive and current; must be presently employed in administrative capacity in governmental agency. Apply Civil Service Commission, 33625 W. 7 Mile Rd., Livonia, MI. 48152, no later than Wed., Jan. 2, 1980
An Equal Opportunity Employer

FITTER - WELDER
Structural Plate & Sheet Metal Fabrication
624-2410

FLOOR MANAGER TRAINEE
Seeking ambitious career oriented individuals wanting to learn the retail drug business and progress into store management. Duties will include maintenance, stocking, ordering, & controlling daily operations. Experience helpful, but we will train the right individual. Good wages. Excellent benefits and a rewarding career are available. Apply at Arbor Drugs in Northville, 133 E. Dunlap. 348-2013

FOOD & BEVERAGE MANAGEMENT
We Pick Right People Company, will have experience in full service restaurant Management.
Baron Personnel 354-6690

FOSTER FAMILIES NEEDED
Make a family extraordinary to provide a home, training and guidance, to a child while receiving professional support and a salary for your efforts. Call:
Plymouth Center
453-1500, Ext. 247

FULLER BRUSH
has openings for full & part time. Call on established customers. Average $8 per hr. to start. For Interview Call Regional office Sat. Dec. 29 Southgate. 476-2534

FULL TIME DRIVER
needed to make deliveries for suburban ad agency. Must be dependable.
967-1313

GAS STATION ATTENDANT
Day or night, full or part time. Beech Nor. Serviceair 25855 W. 8 Mile, Southfield.

A GENERAL MANAGER TRAINEE
$15,600 to $22,500
FIRST YEAR
$25,00 to $40,000
AFTER FIRST YEAR
Guaranteed monthly salary, range from $800 to $1600, plus monthly bonus. Average of $500 to $1,000. Excellent benefits. On job training. Profit and stock sharing program. National OTC corporation factory outlets. New locations under construction. Call Tom or John days, nights or weekends.
Personnel Recruiters
358-3300

GROUNDKEEPER needed for large suburban apartment complex. Plenty of outside work. Must be reliable. Apply in person between 8-4 PM. Hampshire Apartments, Canton 455-7424

GUARDS
Full and part time positions. Free uniforms and Blue Cross, vacation and holiday pay, cash bonuses. Work near your home. Senior citizens welcome.
Apply Wed., Thurs., Fri.
9AM-5PM
Pinkertons Inc.
15345 Northland Dr. Suite 206E
Northland Towers, Southfield, Mich.
(8 Mi & Greenfield area)
An Equal Opportunity Employer

GUARD
Full & part time
SECURITY SERVICES
31171 W. 10 Mile
Farmington 476-4335

HAIR DRESSER wanted for progressive Livonia salon. At least 3 years experience. 478-8180

HAIR STYLIST to Southfield salon. Must be good in hair cutting and blow drying. Some clientele waiting.
356-6010. Evenings.

HAIR STYLIST or cosmetologist, experienced, interested in long term career, non smoker & clientele preferred. Redford area, call 532-3929

HELPER WANTED for Structural & Sheet Metal fabrication. Experience preferred. 626-2410

500 Help Wanted

ELECTRONIC STORE TRAINEE
$13,500 to $25,000
(Call Joel or Don)
Days, Nights or Weekends
Personnel Recruiters
358-3300

HOLIDAY INN of Southfield is seeking to fill several MAINTENANCE positions. If you have a background in either plumbing, electrical or carpentry - salaries are open to skills. Please call Mr. Friedman, 10AM till 5PM, at 26555 Telegraph Rd., Southfield, MI. 48034.
Apply in person, please - no phone calls!

HOUSESITTER needed Jan. 15 - March 15. Farmington Hills, area for dog, option to buy, reply with references & phone number to box 2242, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

- INSURANCE OPENINGS -
Personal, Commercial Clerk, Underwriter & Processing Clerk. A growing Agency with good benefits, friendly people. We have good clients, nice facilities with modern equipment, excellent Employee Fringe benefits.
Hemptstead, Barrett & Assoc.
1681 S. Telegraph Rd.
(P.O. Box 810)
Bloomfield Hills, MI.
334-4724 642-3494

Insurance Telephone Claims Adjuster
For auto insurance claims department. Must have at least 1 year experience in handling all types of auto claims, specifically in Michigan No-Fault and P.I.P. claims. Southfield location. Salary commensurate with experience and fully paid benefits package. Call
557-3200, Ext. 254
Equal Opportunity Employer M/F

JANITOR WANTED for full time day work. Vicinity of Newburgh & Plymouth Rds. Livonia. Call Monday thru Friday, 8:30AM-4PM. 875-7580

JIG GRINDER
SURFACE GRINDERS
Minimum experience 1 to 2 years.
561-1770

KEYPUNCH/KEYDISC OPERATORS wanted for full time day or afternoon shifts. 10,000 keystroke per hour minimum. Call DATACO INC. Ask for Karen Marion. 585-5660

LADY ATTENDENT for funeral home in Livonia at least one week. Knowledge of hair dressing & Blue Cross. 422-6721

LATHE HAND
Experienced, days only. Southfield area. 356-7870

LAUNDRESS
Full time dependable, good benefits, references required. Call for interview. 8-12 noon.

PRESBYTHERIAN VILLAGE
531-6875 531-7185

LIVONIA FIRM needs shipping clerk. Light shipping duties. Full time or possible part time. Apply at R.L. Schmitt Co. 34556 Glendale.

MACHINE WANTED-Experience with construction equipment required. Excellent fringe benefits. Must have own tools & valid drivers license. Call or send resume to Colwell Equipment Co. Inc. 5755 Belleville Road, Canton, Mich. 481.83 397-0129

MAINTENANCE PERSON needed for Royal Oak area. 20 hours per week. Must have experience in external & internal painting. 353-1350

MAINTENANCE PERSON with experience in heating, cooling and electrical systems required for large Synagogue in Farmington Hills. Good prospects phone 851-5100

MANICURIST
Birmingham Salon. Full time, established clientele.
646-1066

MATURE stable individual needed for product frame shop in Southfield. Full time position for right person willing to be trained and advanced. Apply in person only. Parkwest Galleries, 24151 Telegraph Rd., Southfield.

MIG WELDER.
Experienced, will be tested, starting pay $4 per hour, Romulus area.
326-3615

NIGHT AUDITOR wanted, full time, excellent benefits, apply in person, Holiday Inn of Southfield, 26555 Telegraph.

NO EXPERIENCE NECESSARY - challenging position to care for the physically handicapped & the elderly. Paid orientation. Flexible working hours, responsible individuals need apply. Oak Hill Nursing Home, 24225 Grand River, Farmington 477-7373

PART Time help for clean up at Zax Car Wash, Farmington. 476-8094

PATIENT Accounts Manager
A Detroit Hospital is seeking a Patients Account Manager to be responsible for the supervision of all third party and patient billings and data input functions.
Three or more years hospital billing experience required. Degree preferred. Knowledge of computerized billing systems helpful. Salary is commensurate with previous work experience and educational background.
Send detailed resume in confidence to: Box 960, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150
An Equal Opportunity Employer

PERSON with general MAINTENANCE experience, (finance operation, plumbing, some electricity) for a full time position at a 400 bed retirement home in Redford Township. Call for interview.

PRESBYTERIAN VILLAGE
531-6875 531-7185

PORTER for days, Apply in person, Holiday Inn of Southfield, 26555 Telegraph.

PROCESS ENGINEER - machine shop, from drawing - finished products, $19,000 to $25,000, fee paid.
Ray Greene Personnel 399-1425

PROGRAM AIDS
Adult Foster Care, Full/Part Time
All shifts. Call Wed.-Fri. 10-2 PM only
474-9414

RECEIVING PERSON for bookstore. Must like details & books. 40 hours per week. Birmingham area.
642-4104

RESTAURANT MANAGEMENT
Fee Paid. TRAINEE. Full service restaurant. 5 day work week, back to back days off. Fixed schedule. College or business experience.
Baron Personnel 354-6690

SALES
Aircraft
Engineering
Pharmaceutical
Business Products
Consumer Products
Industrial Products
Commercial Products
Electronic Components
Baron Personnel
354-6690

SALES ENGINEER - degreed, highly motivated with management or supervisory experience in electronics salary dependent on experience, fee paid.
LOIS RAY PERSONNEL
559-0560

SECURITY GUARDS
We have locations in Troy, Southfield, Warren, Wixom, Canton, Romulus, Taylor and Detroit. Excellent pay. Excellent locations. We place you close to your home. Apply in person: 846 Plaza Drive, Suite 276, Detroit, MI. or call
963-5325

SERVICE STATION help, large Standard Service center has opening for 3 driveway salesmen to pump gas, day shift, good pay. Apply Dale Maple Car Care, corner Tale & Maple. 6 to 9 Sun. 644-2810

500 Help Wanted

RECRUITER TRAINEE
$16,000 to $25,000
National training school.
Call Debbie or Marla
Days, Nights or Weekends.
Personnel Recruiters
358-3300

SERVICE STATION ATTENDANT
Needed Days, Mon. thru Fri. Apply in person, 8 Mile and Taft, Boron in Northville.

SHAMPOO GIRL
Wanted for busy
Westland Salon
525-9876

SHIPPING & RECEIVING clerk, experienced Davenport, Lathe & Sharpe operators, experienced only. Top pay with advancement, super medical, profit sharing and pension plan.
531-6868

SHIPPING & RECEIVING PERSON
Manufacturer of Jig & Fixture components requires responsible & conscientious person for small company environment. Willingness to work, ability to follow directions & get along with people most important. This is a permanent full time position. 10 Mile - Grand River Area. Call Beginning Jan. 2, 1980 for appointment. 477-7903

SHIPPING-RECEIVING

Southfield based electronics firm requires responsible individual for shipping, receiving, local deliveries and inventory control.
Call 358-2505

SILVER'S TEL - 12
Supervisor for gift dept., full time, experience necessary 356-2000

STOREROOM CLERK
We have an immediate opening for a reliable individual to assist our food & beverage storeroom clerk. Lifting involved. Will work Saturdays.
Please Apply In Person
Personnel Office
Mon Thru Fri
9am-1pm 3pm-4pm
SHERATON-SOUTHFIELD HOTEL
17017 W. 8 Mile Rd.
Southfield, Mich.
An Equal Opportunity Employer

SUBSTITUTE TEACHERS
For the City of Venice. Requirements: an active or expired provisional, continuing or permanent teaching certificate or 120 hours with a minimum of 8 hours of education credit. Previous teaching experience not required. $33 day pay rate. Apply Personnel Dept. Pontiac Board of Education, Administration Bldg. 350 Wide Track Dr. East between 8-4.
An Equal Opportunity Employer

SUPERVISOR - Because of Voluntary retirement, Domestic Linen Supply is looking for an experienced Supervisor for our machinery repair and maintenance department. No lay-offs in over 53 years. Salary negotiable to qualified person. Mr. Max. 831-4700

SWITCHBOARD OPERATORS
We have immediate openings for telephone operators. Excellent benefits, weekends.
Apply at:
Personnel Office
Mon thru Fri.
9am-1pm 3pm-4pm
SHERATON-SOUTHFIELD HOTEL
17017 W. 8 Mile Rd.
Southfield, Mich.
An Equal Opportunity Employer

TAX PREPARERS wanted, for days or eves. part time or full time until April 15. Accounting & tax office in Redford Twp. area. 533-0121

TELEPHONE SOLICITATION
Professional ONLY - need apply. No sales. Appointments Only. Must have references. Call Ron 352-0630, ext. 202

TOOL & DIE MAKER
Apply Immediately
Starting pay $4 to $8 per hour. Experienced, Romulus area.
326-3615

TOOL or GAGE MAKER - Experience preferred but will consider others with mechanical abilities. We'll train the right person. Top wages, paid holidays, paid medical & life insurance. Modern clean shop. Pleasant working conditions & non smoking space. R.L. Schmitt Co. 34506 Glendale 525-9310

TRANSMISSIONS R & R MAN
Excellent working conditions. Free uniforms. Paid holidays and vacations. Call 535-7362

TRAVEL AGENTS
Start the New Year Right! Need experienced Travel Agents. Good benefits & Salary. Southfield area. Call 557-3200

VENTRY LEVEL MANAGEMENT
Fee Paid. Excellent growth potential. Degree or business experience.
Baron Personnel 354-6690

VIDEO DUPLICATOR
Must have video experience. Second shift, 4:30pm-12pm. Start at $3.25 per hour. Farmington-Grand River area. Call Mr. Gerry 476-6068

WAREHOUSE HELP WANTED
Hourly plus benefits, 8 AM to 5 PM. Near Metro Airport. Must be 21 Yrs. of age.
348-2100

WESTLAND ESTATES APARTMENTS - 6845 N. Wayne Rd. Help wanted - maintenance, groundskeeping, gardening. No experience necessary. Hours flexible. 721-3600

WOMAN NEEDED to manage clubhouse of large apartment complex. Duties include supervision of Clubhouse and coordination of social activities. Should be middle-aged and have the ability to get along with people. 358-5020

YOUNG MAN days for drug store, in Bloomfield Hills, prefer college evening student, may work up to 40 hrs. per week, references.
646-9333

502 Help Wanted Dental-Medical

AMBITIOUS BOOKKEEPER & Receptionist needed for Livonia Dental office, experience necessary, reply confidential. After 7 PM, 532-3454, 355-3444

ASSISTANT for endodontic office in Plymouth, experience preferred.
459-8844

BOOKKEEPER/SECRETARY
For Dental Office Detroit. Must have previous experience in dental office. With thorough knowledge of Dental Insurance. Good secretarial skills required. Some accounting background preferred. Must be Mature & Responsible. Others need not apply. Salary commensurate with credentials. Good opportunity for right person. Send resume to Box 812, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

CHAIRSIDE DENTAL ASSISTANT
For West Bloomfield general practice. No Saturdays. Education or experience preferred. Call: 851-4404

CHAIRSIDE dental assistant for W. Bloomfield general practice, no Sat. education or experienced preferred.
851-4606

DENTAL ASSISTANT/Receptionist
Orthodontic office, negotiable hours, basic experience necessary, willing to train in Orthodontics. 779-8350 356-4270

DENTAL ASSISTANT
Full time. Chairside and clerical skills required. Livonia area.
After 5 PM, call. 353-8206

DENTAL ASSISTANT
Dental office in the Plymouth Canton area seeks capable enthusiastic person for position as a chairside assistant. Desirable working conditions including a 4 day work week. Experience preferred. Please call 453-8284

502 Help Wanted Dental-Medical

CHALLANGING POSITION - for licensed nurse in geriatric facility, midnight shift, competitive wages, excellent working conditions, contact Barbara Giorgio, Oak Hill Nursing Home, Farmington 477-7373

DENTAL ASSISTANT
With assisting degree or at least 3 years experience for position with Group Practice in Fisher Building Detroit. Must be well trained in all phases of dentistry. Monday through Friday. No Evenings or Saturdays. Benefits included. Good fringe range potential for qualified person.
Ask for Dianne 871-3260

DENTAL ASSISTANT
Telegraph at Maple. Experience preferred. Must be personable. Apply 8:30 to 5 PM. 737-5460

DENTAL ASSISTANT, full time, West Dearborn, 4 day week, no Sat., excellent benefits, experience preferred.
565-5507

DENTAL ASSISTANT Oral Surgery Office, Full time, Birmingham Area. Dental background necessary, good benefits, call between 9AM-5PM.
647-7336

- DENTAL ASST - EXPERIENCED
Farmington Hills
Mon. thru Fri. 8am-5pm.
Salary & benefits. 626-1417

DENTAL RECEPTIONIST
Full time for expanding group practice in Fisher Building, Detroit. Graduate Dental Assistant or at least 3 years Receptionist experience preferred. Must be neat, personable, mature, responsible and have good secretarial skills. Monday through Friday. No evenings or Saturdays. Benefits included. Excellent potential for qualified person.
Ask for Dianne 871-2144

DENTAL RECEPTIONIST
For orthodontic office in Lathrup Village. Full time employment for mature person. Must be excellent typist. Must enjoy children. Experience desired, but not necessary. 559-4082

DENTAL RECEPTIONIST - Part time, 24 hrs. mature, for two dentist office, some experience preferred, fringe benefits, insurance. Westland. Send resume to Box 238 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

DENTAL RECEPTIONIST for busy 13 Mile & Van Dyke area office. Must have experience in Pegboard, Insurance knowledge & Adjustment book. 3 days, No Eves., No Weekends. Great working conditions. Benefits. Salary commensurate with experience. 573-8890

EXPERIENCED MEDICAL Insurance biller for full time position in Podiatry office in Westland. Looking for a dynamic individual interested in future-growth potential. Required above average typing skills, background in accounting would be helpful. Please call between 9 AM-Noon. 525-2555

EXPERIENCED 2 years, part time Medical Receptionist for busy Berkley doctors office, 3 evenings, 2 mornings per week. Please Call 543-2543

EXPERIENCE Necessary in 4-handed general dentistry. Excellent opportunities & fringe benefits await the sharp assistant. 532-5013

HEALTH CARE PEOPLE
Use your skills and experience in your own home as a foster parent to a mentally handicapped young adult or adult. Receive approximately $440 per month for each client placed into your home. Our staff will give you complete training and support, for information call Northville Residential Training Center
349-8000 ext. 238 or 233.

LAB BILLING Clerk. Experienced billing clerk needed for private lab, full time. Opportunity for advancement. Northland area 557-5240

LPN
FULL TIME DAYS
Apply in person:
Maycrest Manor
15475 Middlebelt, Livonia
427-9175

LPN
3-11 P.M. with supervisory duties. Small basic nursing home. Good wage & benefits. Apply in person.
WISHING WELL MANOR
520 W. Main St.
Northville

MALE HOUSEKEEPERS
Part time work
Apply Canadian Hall Convalescent Center, in person, 35100 Ann Arbor Trail, Livonia, between 9 AM - 3 PM.

MEDICAL ASSISTANT for Farmington Hills area. 20 hour week. Call for interview. 855-7772

MEDICAL ASSISTANT Wanted - Venepuncture, EKG, some knowledge of X Ray.
261-0630

MEDICAL ASSISTANT
For Westland area doctor office. Injections, xrays, simple lab tests. 40 hours, no Saturday. Good salary rate, experience necessary.
DAVIS-SMITH
Medical-Dental Personnel
557-7200

208 LINCOLN
24 Hour Service To Hear About Our Most Current Openings 557-4558.

MEDICAL RECEPTIONIST
Full time, Troy, peg board, appointments, Blue Shield, Medicare, Medicaid, insurance, experience preferred, have reply to Box 206, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

MEDICAL RECEPTIONIST. Private Gynecologist's office. Pontiac area. Must be skilled in peg board, appt's, minor medical problems. Typing and insurance billing. One years experience necessary. High pay and benefits to the proper individual. Send resume to box 234 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

MEDICAL RECEPTIONIST. full time experienced peg board-insurance must, benefits. Ask for Elaine.
358-3744

NURSE AIDES
Day and afternoon shifts.
University Convalescent & Nursing Home, 28550 Five Mile Rd, Livonia. No experience required. Training class begins January 7th.

NURSE AIDES/ORDERLIES
Full or part time, training class starting Jan. 7. Farmington Nursing Home, 20405 Folsom Rd. 477-7400

NURSES AIDES
No experience, up to $3.30 per hour to start. With acceptable experience, a guaranteed raise. This areas highest starting wages.
Paid vacation
Blue Cross
Sick benefits
Plus a share in profits and more.
FOUR CHAPLAINS
Convalescent Center
28349 Joy Rd
Westland, Mich.

NURSES AIDES
7-3 PM. & 3-11 PM. Start $3 an hour, benefits.
Apply in person.
Wishing Well Manor
520 W. Main St., Northville.

502 Help Wanted Dental-Medical

MEDICAL RECEPTIONIST
Full time, experienced only. Misc. insurance work a must. Call mornings for interview. 651-1723

MLT - ASCP. Full-time for busy doctors office in Southfield. Hours thru Friday, 9 AM-6 PM. Hematology, Urinalysis, Bacteriology & RIA experience preferred. Ask for Meg. 358-2743

NURSES
Growing Pharmaceutical Company Needs Part Time Representatives to sell and service Local pharmacies. Highly professional work. Unlimited commission earnings. Flexible Hours.
Call 852-8500

OFFICE MANAGER wanted for internist's office in Southfield. Familiar with all phases of office procedures. Many fringe benefits. 557-3657

RECEPTIONIST
Chiropractic Doctors receptionist wanted with good typing skills and pegboard experience. Livonia area. Call: 261-2121

RECEPTIONIST - responsible person for busy & progressive dental office located in Southfield Hills area. Experienced in peg board preferred. Flexible hours, excellent benefits, ask for Ann.
271-6160

RECEPTIONIST - PART TIME
for Eastern Michigan Group practice
772-7201
After 6 PM call 851-4438

RN
FULL TIME DAYS
Mature RN needed with supervisory capabilities. Good wages and fringe benefits.
APPLY IN PERSON
WISHING WELL MANOR
520 W. Main
Northville

RN - FULL TIME
3 to 11 shift, benefits, contact Mrs. Hall, Director of Nursing, Darwin Convalescent Center, 29270 Morlock, 1 blk. S. of 8 Mile on Middlebelt. 476-0550

RN-LPN
Full or part time, afternoons & midnights. Good salaries & benefits. Modern hospital benefits. Modern facilities. Apply in person. See Mrs. Ferguson.
NIGHTINGALE NEST
8365 Newburgh Rd.
Westland, near Joy Rd.
An Equal Opportunity Employer

RN - LPN
1 Position available on the afternoon shift for a licensed nurse. Apply:
University Home
28550 5 Mile
(Middlebelt - 5 Mile) Livonia
427-8270

RN'S - LPN'S
- ENJOY -
• YOUR FREEDOM
• YOUR FAMILY
• YOUR PROFESSION
- TOP WAGES -
OUTSTANDING BENEFITS
- YOUR CHOICE OF -
• Assignment
• Schedule
PART TIME/FULL TIME
MEDICAL PERSONNEL POOL
Bmfld/Pontiac 334-9220
Detroit/Sfld. 569-1950

RNS/LPNS
Full or part time, flexible scheduling, many benefits. Farmington Nursing Home, 30405 Folsom Rd. 477-7400

SURGICAL ASSISTANT or dental assistant to chair side dentistry, experienced only, for oral surgeon in Plymouth area. Full time. For interview call 455-0710

WANTED, PERSON, part time, to work pediatrician's office, typing required. Dearborn Heights Call before 4PM - 5PM 561-5241

$10 PER HOUR
RN'S needed for special project in Farmington. Full or part time. Starts immediately. Regular nursing. No specialty needed. Apply in person 8am, 16415 W. 8 Mile, just west of Lodge.

504 Help Wanted Office-Clerical

ADMINISTRATIVE SECRETARY
Mayors Office
The City of Wixom is seeking a qualified individual to assist the administrative offices by performing highly responsible, secretarial duties. Interested persons must have excellent typing skills, knowledge of shorthand and ability to work independently on research and preparation of reports. Person must be capable of dealing with the general public and city personnel. Excellent salary and fringe benefits. Please call the mayors office at 624-4557 to arrange an interview appointment. Resume will be required.

BANKING
Or Mortgage Banking Experience. Seeking individuals with good typing skills and knowledge of FHA/VA and conventional loan documentation. Call Paul Geyer 355-09290

BEGINNING Secretary, for Southfield stock brokerage firm. Requires good Math. Accuracy & willingness to take ownership of position. Salary commensurate with ability. 478-0005

504 Help Wanted Accounting

Accounts Payable
Northwest area contractor has opening for highly qualified accounts payable person with heavy computer experience. Demanding position with excellent salary & fringe benefits. Send resume to P.O. Box 633, Novi, Mich. 48050.
An Equal Opportunity Employer

PAYROLL
Northwest area contractor has opening for highly qualified accounting person with heavy trade union & computer experience. Demanding position with excellent salary & fringe benefits. Send resume to P.O. Box 633, Novi, Mich. 48050.
An Equal Opportunity Employer

A BANK HIRING TRAINEES
Tellers to $177wk.
Clerk Typist to $194wk.
Stenos & Secy's to $14,000
Many other positions available. Most Fees paid by Employer.
Employment Center Inc
569-1636

ACCOUNTING CLERK
$200
National corporation needs sharp individual with good Math skills. Fee paid.
Snelling & Snelling
336-7400

ACCOUNTS PAYABLE CLERK
Experience required. Enjoy interesting and challenging work with growing Company. Pleasant working conditions with good fringe benefits. Ideal location in Town Center Bldg. in Southfield. Call: 358-1191 for interview.

Administrative Secretary
Word Processing
Architectural/Engineering firm located in Farmington Hills is seeking an experienced administrative secretary with word processing experience. Successful applicant must have at least 5 years secretarial and 1 year word processing experience, excellent grammar skills with the ability to compose, proof read & edit. Training on our CPT 8000 system will be provided. Excellent salary & fringe benefits.
Salem & Associates, Inc. 851-8550

BOOKKEEPER, experienced in general accounting including taxes & general ledger for small office. Clientele at small urban CPA firm. Excellent opportunity. Moore, Smith & Dale, CPA. 554-0050

BOOKKEEPER - full time, experience with payroll taxes, sales tax & financial statements, work in Southfield accounting office on several sets of books.
559-4875

BOOKKEEPER
Must have Dealership experience. Good starting pay - fringe benefits. Please call for interview 525-5000

BOOKKEEPER, part time, hours flexible. Southfield area. Call for interview appointment.
557-7468

BOOKKEEPER thru Financial Statement wanted for Livonia CPA firm. Full time employment. Send resume to: Bookkeeper, 29200 Vassar Ave, Livonia, Michigan, 48152.

BOOKKEEPER with experience to work in construction office, pleasant surroundings, typing helpful, send resume with salary requirement & references to
Box 248, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

BUSY BIRMINGHAM office requires detail oriented person with at least 3 yrs. experience - accurate typing, light bookkeeping 645-3360

BUSY TROY insurance office needs mature pleasant person to work in new business department. Good typing skills & the ability to work closely with people necessary. Some figure work. Experience helpful. Hours 8:30am-4:30pm. Call. 649-1701

CASHIER - needed for imported car dealership, will train but experience preferred. Full time, 5 day week, ap