Help Wanted

500 Help Wanted

STOCK BROKER TRAINEE
$15,000-$30,000
CALL MARK OR STEVE
DAYS
NIGHTS
OR WEEKENDS.
PERSONNEL RECRUITERS
358-3300

STORE MGR. - ASST.
For Needlecraft store, full time. Retail experience preferred. Openings in Livonia and Southfield. 541-1300

STUDENTS
Earn $200. weekly & up. On a Puller Brush route. Livonia office area. Call Dave. 535-3282

SUBSTITUTE BUS DRIVERS
LIVONIA PUBLIC SCHOOLS
No experience required. Trained during summer for fall term. Add to your income. Excellent benefits. Perfect opportunity for Mothers who want to keep house and be with children when school is out or for men interested in part time work. Pick-up application: Board of Education Offices, 15125 Farmington Rd., Livonia. Ask for the Business Office.

An Equal Opportunity Employer

SUPER MARKET CASHIERS. Good pay, must have experience. We are not 24 hour stores.
Call Jan 875-9111

SUPERVISOR FOOD SERVICES
Qualifications: Associate Degree in Food Service Management or equivalent training & experience. Complete supervision & management of a "Type A" School Lunch Program. Liberal fringe benefits. Position 10½ months, salary open. Contact Mr. Salter, Business Manager
474-8900

Supplement Income
Turn non-productive time into money by helping us expand our business. Pay interview - appointment, call 425-8484, Monday thru Saturday, 2 to 8 PM.
GLADD ASSOC. INT'L.

SURFACE GRINDER HAND
Apprentice with 1½ years experience acceptable. Auto Parts Manufacturer located in Redford. Liberal employee benefits. Apply immediately.
STAHL Mfg.
12282 Woodbine, Detroit

SURFACE GRINDER
All benefits. Apply in person. Al- Gage Co., 12752 Stark Rd., Livonia.

SWITCHBOARD OPERATOR prefer mature woman, will train. 3-9PM or 3-11PM shift. Southfield area. 355-6000

SYSTEMS ANALYST
BARON PERSONNEL
354-6650

TEACHERS - Elementary, Music and P.E. for several openings. Certified. Send resume to Mark Educational Service, 31470 Persons Drive, Warren, Michigan, 48093.

TEACHING POSITIONS
The Jewish Peretz Institute, a Sunday School of Jewish History and Culture affiliated with the the Jewish Community Center of Metropolitan Detroit has openings for teaching positions for the coming school year, 1979-1980, including a music teacher (Israeli versed in Hebrew and some Yiddish) songs. Interested applicants please contact the JPI office, Monday thru Thursday, 10 AM to 5 PM, at 661-1000, Ext. 158 or 159.

TEAM EFFORT
Unlimited earnings opportunity for husband / wife. Start a joint career with one of the nation's leading companies Good income. Flexible hours. Benefits. Call 525-5650

Equal Opportunity Employer M/F

TECHNICAL INSTRUCTOR
Permanent full & part time positions available for individuals with industrial environment training program for 17-22 year olds. At least 2 years industrial supervision or hands-on vocational education experience required. Must be able to work with youth. Salary commensurate with experience. Send resume to: Ben Smith, Detroit Pre-Employment Training Center, 8220 Second Ave., Detroit, Mi. 48202. Equal Opportunity Employer M/F

TELEPHONE OPERATOR needed for morning and afternoon shift. Mature woman, must be able to write legibly and spell correctly.
355-3100

TELEPHONE SOLICITOR
Experienced, good pay
Calling from our office in Southfield
569-2430 ext. 32

TOOL & GAGE shop trainee with some grinding or lathe experience. Apprenticeship available with full schooling days, overtime, fringes and bonus plan. 26438 W. 7 Mile Rd., Detroit.

TOOL MAKER, retiree wanted for small manufacturing company, full or part time, make own hours. no hassel, pleasant atmosphere, 23121 Telegraph, N. of 9 Mile, Southfield.

500 Help Wanted

TOOL MAKERS
Active or retired. Part time also available with hours arranged. Overtime is also readily available if desired. Liberal employee benefits. Apply immediately.
S.M.C.
800 Junction, Plymouth

TOOLROOM
MACHINE OPERATORS
Minimum 3 years experience.
RETOOL MACHINE CO.
15640 Elmira
Plymouth-Schoolcraft area.
834-6680

TRACTOR OPERATOR & Foreman
Must be experienced.
Crimboll Landscape Contractors
422-2022

TRAVEL AGENCY MANAGER
needed in Northwest suburban Detroit area. Experience in group administration preferred. Send resume & expected salary to Box 224 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

TRAVEL AGENT
Immediate opening available for full time travel agent. Experience or college education desirable. Reply with resume PO Box 448, Plymouth Mich 48170.

TROY INSURANCE Agency seeking girl with casualty and workmens compensation rating experience. Full time, full benefits. Wilkerson Agency, Inc.
352-2020

TRUCK DRIVER
We have an immediate opening for someone experienced, and who has a good knowledge of the city and suburbs

Responsibilities include pick-ups and deliveries in various locations.

For immediate consideration, send a letter or resume TODAY to:

Box 256
Observer & Eccentric Newspapers,
36251 Schoolcraft Rd., Livonia, Michigan 48150

Equal Opportunity Employer M/F

TRUCK MECHANIC. Excellent opportunity for a self-starter. One person shop. No heavy mechanical work, but must have some diesel experience. Apply in person: International Harvester, 7667 S. Telegraph, Taylor, Mi. 48180

TRUCK TIRE REPAIRMAN. Experienced preferred, will train.
Apply at: Kliffel Tire Co., 21876 W. 8 Mile Rd., Southfield, Mi.

TWO MEN with extension ladder, for part time flat roofing. no experience necessary, will train, good wages, call after 4PM. 531-0258

UNFINISHED FURNITURE store needs full time & 1 or 2 part time people (evenings & weekends). Job would include stock work, sales, repair, etc. Send brief outline of work experience and salary requirements to: Box 238, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150
- Will call for interview. Retail experience helpful but not essential.

UPHOLSTERER FULL TIME
Experience necessary
Serious inquirers only
Jim. 437-2838

WANTED FURNACE SERVICEMAN
Will train, salary & benefits.
Apply in person.
ELF Fuel Company, 316 North Center, Northville.

WANTED: Good worker, 18 years or older. Part or full-time, afternoons or evenings. Dependable, min. wage. After 12PM, call Jim 421-3543

WANTED, 5 Angels to help out in our Wash. Livonia area. 455-2832, ask for Skip or apply in person at B. & K. Auto Wash, 35816 Plymouth Rd., Livonia, near to Action Oldsmobile.

WAREHOUSE & DELIVERY Man needed for Plymouth-based Gift Store Chain. Preferred hours: 1 to 6PM. Ideal position for college student. Hours can be arranged around school hours. Call for appointment 459-8190

WAREHOUSE HELP WANTED
Full time, 40 hours.
Call Mike Brown at Warm Air Wholesale. 531-2340

WAREHOUSE HELP
Must be 18 and have Chauffeurs License.
Anderson Music Co.
14885 Telegraph, Redford
537-1500

WAREHOUSE MAN
Needed immediately at local paint manufacturer. Call Jim Lash for appointment. 353-3035

500 Help Wanted

WAREHOUSE SUPERVISOR
A Supervisory position is available in a large metropolitan Detroit area hospital for a person with 2-3 years supervisory experience in warehousing and receiving. Experience with hospital supplies, computerized invoice systems and vehicle maintenance procedures would be beneficial as well as an educational background in Materials Management.
Qualified candidates will receive a comprehensive benefit program and up to $19,300 annually based on previous experience and qualifications.
Submit detail resume to: Box 214, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

An Equal Opportunity Employer M/F

WELDER, experienced, minimum 2 years. Call
533-5557

WELDER FITTERS, experience, mise, iron & structural. Top wages & overtime. See Ralph Fordson Engineering, 13101 Eckles Rd, Plymouth.

WELDER - FITTER
Able to read blueprints. Novi area, 42430 W. 9 Mile.
349-8088

WELDERS & APPRENTICE WELDERS; Semi-truck driver; also Foreman or Leader for small Welding Shop - W. Suburban Area. 422-2272

WELDERS WANTED
3 Years experience only.
Peckell Welding,
15536 Telegraph, Redford.

WINDOW CLEANERS
Experienced, good pay, steady work.
522-7080

WITT
The "Temporary Help" People

Has moved the Livonia office to:
29865 W. 6 Mile Rd.
(between Middlebelt & Merriman)

We need people to do PACKAGING & LIGHT ASSEMBLY WORK in the Plymouth, Livonia and Wayne areas. If you can work with our organization. No experience necessary.

NO FEE	NO CONTRACT
LIVONIA	525-0330
DEARBORN	565-8050

WRITER-someone who is experienced in editing a completed novel. References required. 644-0560

$140. PER WEEK
Guaranteed. Ice Cream St. Vending. Apply Pergola Ice Cream, 34025 Schoolcraft, Livonia. between 12-3.

502 Help Wanted Dental-Medical

NURSE AIDES
Exclusive senior citizens apartment complex in Southfield needs EXPERIENCED nurses aides willing to work weekends & split shift, part or full time. Call between 8AM-4PM. Monday thru Friday. Ask for Joyce.
Franklin Club Apts.
28301 Franklin Rd., Southfield
353-2810

AMBITIOUS experienced Dental Assistant, full time. Qualified for busy office. Long term employment.
531-0141

ASSISTANT ORAL SURGERY office, Birmingham area. Intelligent, personable, experience necessary. 646-1720

Award Offer
$500 bonus for full time RNS or LPNS. Excellent fringe benefits. Starting salary, RNs $125-$150 to $13,000. LPNs $10,500 to $11,500. All shifts. Call Mrs. Lindow before 4-2 2115
Farmington Nursing Home
477-7400

BIRMINGHAM DENTAL OFFICE seeking full-time, experienced Dental Assistant. No Saturdays. 642-6537

Charge Nurse
Opening for full time Registered Nurse for midnight shift. Supervisory and psychiatric experience preferred.
Ardmore Acres Hospital
19810 Farmington, Livonia
474-3500

CHIROPRACTIC ASSISTANT receptionist, must be good typist. 6-days per week, approximately 40 hours. Apply in person. 30405 W 12 mile. Farmington Hills.

DENTAL ASSISTANT
Experienced, Insurance and business knowledge, Redford Area.
531-1078

DENTAL ASSISTANT, oral surgery office, Birmingham area. Some dental experience necessary. To start in Sept. Call between 8am-5pm 647-1358

DENTAL ASSISTANT wanted. West Bloomfield office. Experienced, or will train. 851-4306

DENTAL ASSISTANT
Experience preferred, full time. Progressive 4 handed dental team. 532-6313

DENTAL ASSISTANT wanted. Certified and experienced. Salaries and fringes appropriate with abilities. For appointment call 477-5330

DENTAL ASSISTANT for congenial West Bloomfield Orthodontic office. Mon., Tues., Thurs. 8 AM to 5 PM. Some dental experience necessary. Salary & benefits commensurate. 851-7272

DENTAL ASSISTANT full time. Telegraph & Outer Dr. area. Large modern office with group practice offers fine opportunity for assistant with experience in 4-handed dentistry or dental assisting training. Excellent pay and benefits. Ask for Mary. 271-2160

DENTAL ASSISTANT
Experience preferred. Fringe benefits. Livonia area. 464-7000

DENTAL ASSISTANT. Full-time, Redford area. No evenings. Call
538-6020

502 Help Wanted Dental-Medical

RESPIRATORY THERAPIST
Major Detroit 250 bed hospital has immediate openings full and part time in our Respiratory Therapy department for a certified, registered, or registry eligible Respiratory Therapist. Excellent salary and benefits. For details, contact:
869-1657

DIETARY PERSONNEL
KITCHEN SUPERVISOR
COOKS
ASS'T COOKS
Experienced or will train
Housewives encouraged
AVAILABLE
Flexible hours & weekends only.
DORVIN CONVALESCENT CENTER
29270 Morlock, Livonia
(On Middlebelt, one block South of 8 Mile)
476-0550
Come Join Our Team

502 Help Wanted Dental-Medical

CLERICAL
Our small suburban hospital is currently seeking Clerical help to fill the following positions:
TRANSCRIPTIONIST, days, on call
CLERK TYPIST, days, vacation replacement
ACCOUNTING CLERK 1, days, vacation replacement.
RECEPTIONIST, days, 16 hours per week
PHARMACY TECHNICIAN, days, on call.

If you are interested in becoming a part of our dynamic and growing team, please call Personnel for more information.
Metropolitan Hospital
& HEALTH CENTER, WEST
28303 Joy Rd., Westland
522-6800, ext. 286
An Equal Opportunity Employer

DENTAL ASSISTANT - 3½ day week, experienced, salary commensurate with credentials. Livonia area. 427-8311

DENTAL ASSISTANT, 4 handed dentistry, modern pleasant office, 10 Mile and Orchard Lake.
Experience preferred. 474-1220

DENTAL ASSISTANT
Experienced, for modern Westland practice, full time.
422-5550

DENTAL ASSISTANT
Full time. Dental Assistant training needed. CDA and typing ability an asset. Five Mile area - Farmington Rd., Livonia. 421-3221 weekdays. OR Pvt. Sat. and Sun., 353-9206

DENTAL ASSISTANT with some Insurance knowledge, for progressive Livonia office. Full time, fringe benefits; 4 days plus some Saturdays, no evenings. Experience preferred. Call 9-5PM, ask for Sandy 425-0923

DENTAL HYGENIST-experienced to work on Saturdays, in a Periodontal practice. 358-1759

DENTAL HYGIENIST, part time position, available in our conveniently located greenfield office. Experienced oriented office. Excellent salary working conditions and benefits Livonia 525-1200

DENTAL RECEPTIONIST - Full time for West Bloomfield general practice. Experience preferred but not essential. No Saturdays or evenings. 682-4370

DIETARY AIDE - Day shift, full time, good fringe benefits, experience desired. Bedford Community Hospital. Call Mrs. DeMarco, weekdays 10AM-2PM 531-6250 ext. 415

DIETARY AIDE
Part-time 4:30 to 7:30 PM.
FRANKLIN MANOR
26900 Franklin Rd.
Southfield
352-7390

DR'S OFFICE in Beaumont Medical Bldg requires medical receptionist. Experienced preferred, for appt. call Mrs Needham 288-2280

DYNAMIC DENTAL PRACTICE in the Plymouth-Canton area seeks an enthusiastic, concerned and highly motivated individual who works well with others for a position in our business office. Previous dental experience preferred. Please send resume to Box 182, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

EXPERIENCED COOK - Small hospital, days, full time, good fringe benefits. Bedford Community Hospital. Call Mrs. DeMarco, weekdays 10AM-2PM. 531-6200 ext.415

EXPERIENCED dental assistant with interest, or experience preferred in oral surgical practice in Birmingham. 642-2115

EXPERIENCED INSURANCE BILLER Blue Cross, Medicare and Medicaid. Also some background at front desk, peg-board, phones etc. 5 days, no Saturday. Southfield.
Call Anne 358-2744

Experienced Medical Assistant
With knowledge of insurance procedures. Good pay & benefits for qualified person. Evenings 483-2966

EXPERIENCED MEDICAL INSURANCE BILLER. Attractive Southfield office. Mon. thru. Fri. 9 until 5 PM.
559-3150

EXPERIENCED MEDICAL ASSISTANT or LPN needed for busy Southfield ENT office. Please reply P. O. Box 228, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

FULL TIME experienced insurance biller needed for insurance and front desk work in podiatry office. 4½ day week, life insurance, profit sharing and other benefits. Salary negotiable. Please send resume to: P.O. Box 97, Farmington, Mich. 48024

HIGHLY motivated and experienced person to work in complete professional Optical department. Salary - Benefits. 751-1110, ask for Dan Krygiel.

IMMEDIATE OPENINGS FOR medical assistants, receptionists, internal medicine, cardiology and other. Apply at Woodland Medical Center, 22361 W. 8 Mile, Detroit.

LAB TECHNICIAN - experienced in bench chemistry lab work. 40 hours per week, salary negotiable. 474-2501

LPN
FULL TIME
3-11 PM
APPLY IN PERSON
WHISPERING WILLOW MANOR
-Nursing Home-
49650 W. Warren
Canton 459-7060

MATURE Medical assistant, back & front duties. Experienced preferred area. Call between 10am-5pm. Monday, Tuesday, Thursday, Friday. 557-6711

MEDICAL ASSISTANT with some clerical duties for busy Eye Doctors' office; mature, capable, dependable, experienced preferred. Full time. Southfield. 358-1334

MEDICAL ASSISTANT needed, experienced with EKG injection & venipuncture, Farmington Hills. 553-2838

502 Help Wanted Dental-Medical

DIRECTOR OF NURSING SERVICES
Position available for qualified registered nurse with Geriatric experience.
Ours is a 180 bed skilled facility located in Livonia.
Comprehensive salary and benefit package. The successful applicant will be progressive with a humanistic management philosophy. Resumes requested.
Attention Mr. Spiro
UNIVERSITY CONVALESCENT
&
NURSING CENTER
28550 Five Mile, Livonia 48154
(Located between Inkster & Middlebelt Roads)
An Equal Opportunity Employer M/F

502 Help Wanted Dental-Medical

MEDICAL ASSISTANT mature woman, venapuncture, EKG, and transcription. Northwest Detroit. 532-6536

MEDICAL ASSISTANT for Livonia MD. Full time, 4 days a week. Experienced. 427-8700

MEDICAL ASSISTANT. Internal medicine. Farmington Hills. Experience necessary. Call between 10AM - 3 PM. 476-2173

MEDICAL ASSISTANT
Right hand assistant for MD specialist office. X-Ray, asset. Medical experience necessary. Farmington area. Salary open, bonus and so on.
DAVIS-SMITH
Medical-Dental Personnel
557-7200
24 Hour Service To Hear About Our Most Current Openings. 557-4358.

MEDICAL LAB ASSISTANT for Allergist Office. Must know CBC. Willing to learn X-rays. Good benefits and working conditions. Farmington Hills area. 851-6655

MEDICAL RECEPTIONIST
Must be experienced, typing, insurance forms. 5 days a week. Benefits. 553-8800

MEDICAL RECEPTIONIST
needed part time for busy Royal Oak area clinic. Experience necessary.
543-2343

Medical
Transcriptionist
Full time afternoon position available in our medical records department for qualified person. We have both a new expanded wage scale and new fringe benefit program. We offer automatic semi-annual increments, shift, weekend and holiday differential, sick time redemption plan with bonus. Contact: Personnel Office
BOTSFORD
General Hospital
28050 Grand River, Farmington
476-7600

MIDDLEAGED LADY to assist Veterinarian. 28470 Grand River, Farmington, Michigan.

MID LIVONIA dental office needs mature person with experience at front desk. Including insurance, appointments, billing. Part time, approximately 5 hours per day. Send resume to Box 252, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

MIDNIGHT
SUPERVISOR
A progressive ECF under a new management in Westland is looking for an RN with leadership ability. Excellent salary. Call PAT OSTLUND.
Middlebelt-Hope
Nursing Center
326-1200

NURSE
AIDES
Experience not necessary. Be paid while you train. Mature, responsible applicants desired. Opportunity for advancement. Differential for midnights.
EARN $2.95-$3.60 HR.
APPLY NOW
HENDRY
Convalescent Center
105 Hagerty, Plymouth
455-0510

NURSE AIDES
FULL TIME
11 PM - 7 AM or 7 AM - 3 PM.
$3 AN HOUR TO START
Apply in person
WHISPERING WILLOW MANOR
-Nursing Home-
49650 W. Warren
Canton 459-7060

NURSE AIDES
Full Time, All Shifts,
Apply in person
WILLIAMSBURG
Convalescent Center
21017 Middlebelt, Farm
Between Grd River & 8 Mile

NURSE AIDES
Needed in work weekends on day and afternoon shifts. Starting pay 30c over minimum wage. Apply in person:
FRANKLIN MANOR
CONVALESCENT CENTER
26900 Franklin Rd., Southfield
352-7390

NURSE AIDES & ORDERLIES. Full time, all shifts. On the job training. Some weekends. Bedford Villa Nursing Home. Southfield. 557-3333

NURSE ANESTHETIST
Salary commensurate with experience. Many excellent paid benefits including pension and profit sharing plan. Garden City area. Call Mrs. Quinn, Mon. thru Fri. 425-9277

NURSES - All shifts, full or part time, four hour shift available on days & afternoons. Call Hendry Convalescent Center. 455-6510

NURSES NEEDED for 5PM to 11PM and 11PM to 7AM. Full-time. Small basic care facility. Pleasant surroundings. Please call 464-8015

Nursing Faculty
Fall 1979
Full & Part Time
Community Health Nursing positions
Masters degree preferred.
Call: Madonna College
Dept. of Nursing
36600 Schoolcraft
Livonia, Mich 48150
591-1200, ext.11
Equal Opportunity Employer M/F

OFFICE MGR. for Chiropractic office in Livonia. Minimum 3 years experience, full charge position. Good salary & bonus incentives for right person.
261-3121

PART TIME
- Lab Aid
For afternoon shift
353-8488

PART TIME RECEPTIONIST for doctors office. Insurances, billing, typing and pleasant personality necessary. Experience preferred. 937-8155

PART TIME Secretary with knowledge of peg board & medical terminology, must be flexible with hours.
ABCARE 424-8377

PEDIATRIC MEDICAL ASSISTANT. Only experienced need apply. Farmington area. Applicants please call Gladys 477-0851

Professional Nurses
Progressive modern Nursing Home is looking for RN's or LPN's who derive satisfaction from working with senior citizens. Come in 8am-3pm, Monday thru Friday, for a tour of our facility and an interview.
University Nursing Home
28550 W. 5 Mile
Livonia 427-827

RECEPTIONIST & Doctors assistant for Livonia Chiropractor. Must be mature and have good typing skills. Experience in dealing with the public & patient care. Hours. 2-6PM Monday thru Friday. 261-3131

RN OR LPN
To do insurance exams.
553-6640

502 Help Wanted Dental-Medical

REGISTERED
NURSES
We are currently seeking Registered Nurses to fill the following positions:

Special care unit,
afternoons, 24 hours per week

In-patient, midnights,
36 hours per week

Supervision, midnights,
8 hours per week

Supervision vacation replacement, rotating shifts.

If you are interested in becoming a part of our dynamic and growing team, please call Personnel for more information.
Metropolitan Hospital
& HEALTH CENTER, WEST
28303 Joy Rd., Westland
522-6800, ext. 286
An Equal Opportunity Employer

RN
Explore with us the opportunity of a future 12 hour shift. Work 3 days, enjoy 4 days in pursuit of your other activities, immediate 8 hour per day opening
3 PM to 11 PM Full Time

•No shift rotation
•No overlapping of shifts
•No rotation of unit assignments
•9% Differential for 2nd and 3rd shifts

NEW POTENTIAL RN graduate applicates welcome at a salary midway between RN & LPN level, pending successful passage of the state board examination. Apply: Kern Hospital, 21230 Dequindre, Warren.

RN - LPN
Afternoon & Midnight Shifts
FULL OR PART TIME
Pleasant atmosphere. Good benefits.
Apply:
Middlebelt
Nursing Center
14000 Middlebelt Rd., Livonia
425-4200

RN-LPN
Full or part time, all shifts. Good starting salaries, and good hospital benefits. Modern facilities. See Mrs. Ferguson.

NIGHTENGALE WEST
8365 Newburgh Rd
Westland, near Joy Rd
An Equal Opportunity Employer

RN
Part-time relief and Saturdays. Pediatric Office. Southfield area. Pleasant surroundings. 358-9420

RN'S and LP'S
Full and part-time positions available on all shifts. Excellent benefits. Education reimbursement plan. No rotation. Contact: or Nursing Office. 569-1500, Ext. 319.
Southfield Rehabilitation Center
21401 Foster Winter Dr.
9 Mile-Greenfield area.

RN'S
For midnights, full or part time, call
HENDRY
CONVALESCENT CENTER
455-0510

RNS & LPNS
Attractive caring health facility invites you to see us for full or part time positions.
FOUR CHAPLAINS
Convalescent Center
28349 Joy Rd. Westland
261-9500

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
Bimfld/Pontiac 334-9220
Detroit/Sfld. 569-1950

RN'S & LPN'S
Full time, all shifts, fringe benefits. Pleasant working conditions. Bedford Villa Nursing Home. Southfield.
557-3333

502 Help Wanted Dental-Medical

RN'S & LPN'S
FULL OR PART TIME
Days & Afternoon Shifts
Apply in person
FRANKLIN MANOR
26900 Franklin Rd., Southfield
352-7390

RNS & LPNS
Full time, All Shifts. Starting salary. LPN $4 per shift.
RN $50 per shift.
WILLIAMSBURG
CONVALESCENT CENTER
21017 Middlebelt, Farm
Between Grand River & 8 Mile
476-8300

RN'S, LPN'S & Nurses aides needed. Applications now being accepted for all shifts. Apply in person, Don Nursing Home, 43625 Michigan Avenue, Canton

RNS & LPNS. Full and part time. All Shifts. Apply 9 AM to 4 PM. Monday through Friday, Arnold Home.
18220 W. 7 Mile. KEI-4001, Ext. 38

TRANSCRIBER, PART-TIME
Livonia Dr's. office needs girl for part time transcribing. Set your own hours. Call 522-7176

WANTED DENTAL ASS'T
Experienced preferred
Livonia area
All fringe benefits
Call 427-8111

WANTED: Experienced or Certified Dental Assistant for Surgical Specialty Office. 553-3052

WE ARE looking for 2 mature ladies to act as companion/aides, one for 4 days one for 4 days each week, to help care for our parents. Beautiful home surroundings and environment. Applicants must be experienced in caring for elderly, must drive, and must be able to prepare food occasionally. If you feel you fit the bill, call for an interview.
459-8511

WESTLAND physician needs a bright pleasant girl for our front office. Must know insurance, 40 hours, no Saturdays, call for interview. 728-1212

WILL TRAIN receptionist, doctors office, full time including Monday and Thurs. evenings and half day Sat. Northland area. 569-2416

X-RAY TECH
Farmington area doctors office nice opportunity. Registry helpful, but not necessary.
COMPUTERIZED
PERSONNEL SERVICES, INC
Merriman at 7 Mile
474-0140

X-RAY TECH- part time, mornings 20-25 hours. Troy. 649-1114

504 Help Wanted Office-Clerical

ARE YOU AN
EXPERIENCED
Shorthand/Typist?
KEYPUNCH
MAG CARD 1 & 2
Word Processors
BOOKKEEPER
If so why not become part of the temporary
SOS STAFF
Suburban
Office Services
ROCHESTER 651-1500
FARMINGTON 477-5842

A BANK HIRING TRAINEES
Tellers to $163wk.
Clerk Typist to $198wk.
Steno & Sec'y to $12,000
Many other positions available. Most Fees paid by Employer.
Employment Center
Inc
569-1636
ABOUT OUR LIVONIA OFFICE

WITT
The "Temporary Help" People

Has moved to:
28665 W. 6 Mile Rd.
L. W.L. Executive Building
(Between Middlebelt & Merriman)

If you have any OFFICE SKILLS and would like to work a day, a week or longer come in and see if we can help you. Ask about our bonus and incentive programs.

LIVONIA	525-0330
W. BLOOMFIELD	681-7655
CLAWSON	585-6787
OAK PARK	967-0036
DEARBORN	565-8960

504 Help Wanted Office-Clerical

CLERICAL OPPORTUNITY
Our worldwide organization is searching for an individual to process applications in our membership department. The qualified candidate will possess typing of 55 wpm, have one year of office experience and a pleasant phone manner. We offer a competitive salary and an excellent benefit package to the successful candidate. If you are interested, contact:
Jean Kendall
355-9300, ext. 284
FTD
FLORISTS' TRANSWORLD DELIVERY ASSOCIATION
29200 Northwestern Hwy.
Southfield, Michigan 48037
An Equal Opportunity Employer

PRODUCTION
TYPIST
High typing speed and good accuracy will guarantee you this great job in Southfield. Experience on word processing machine assures you a fine salary and benefits package.
Sandy Corporation is an exciting, growing communications company, and we need people like you to help us grow. Drop a letter or resume in the mail TODAY:
John Patricolo
Sandy Corporation
16025 Northland Drive
Southfield, Michigan 48075
Equal Opportunity Employer M/F

504 Help Wanted Office-Clerical

ACCOUNTING CLERK
TRAINEE, $800
Excellent opportunity for someone taking college accounting or has aptitude for figures, type 45, handle phones & greet visitors, excellent advancement potential. Full benefits with dental, 3 weeks paid vacation & tuition assistance. Company paid fee.
525-7870
SHARROW & ASSOCIATES
PERSONNEL AGENCY

ACCOUNTING CLERK
FULL/PART TIME
We have an immediate opening for an Accounting Clerk to be responsible for Accounts Payable & Accounts Receiving. Successful candidate will have a minimum 3 years general accounting experience. College level accounting a plus. You must be a self starter with above average numerical aptitude. Excellent benefits including profit-sharing. Apply at or send resume to Paul Inman & Associates, 33095 Northwestern Hwy., Farmington Hills.

Accounting/General
Office Clerk
We have several openings for growth positions for ambitious, quick learning people. Accounting or bookkeeping experience helpful. Top benefits, competitive salaries and ideal working conditions. Regular performance reviews and adequate training provided. Apply by mail or call Kathy for appointment at 642-4200.
Silhouette/American
Health Spas
30555 Southfield Rd.
Suite 400
Southfield, MI 48076

ACCOUNTS RECEIVABLE GIRL
1 day a week
Call Karen 569-5050

ACCOUNTS RECEIVABLE/Payable Clerk for immediate opening in 10 Mile-Evergreen area. Part time/full time basis. Please call for interview. International Calculators, ask for Mrs. Vargo. 358-0140

ACTION
ACTION
Immediate openings, college students, high school grads & housewives. We have work. Typists, stenos, secretaries, office clerks. Must be 18 and have transportation.

Apply Mon thru Fri 9-3
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Livonia
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SECRETARY
$12,000
FEE IS PAID! Top notch office skills are what it takes for this prestigious position. If you can handle decision making responsibilities, and are looking for a career, call Tina.
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AGGRESSIVE, experienced person for customer contact scheduling and invoicing. Mike Telegraph area, call for appointment. 352-8590

A MATURE responsible person with general office experience wanted for full time office position. Good starting salary and fringes. Pleasant working conditions. Apply in person, contact Mr. R. West 28845 Telegraph, S. of 12 Mile, Southfield

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OUTSTANDING career opportunity with well established firm. Position requires excellent typing skills, dictaphone and willingness to assume responsibility. Call now! Good benefits, fee paid.
PERMANENT STAFF
642-3050

BOOKKEEPER needed permanent part-time. Join growing pension administration company in Bloomfield Hills. Must have experience with general ledger. Call Terry 644-5760

504 Help Wanted Office-Clerical

Bookkeeper/Accounts Payable
Permanent, part-time, approx. 24 hrs./week, good working conditions for Industrial Dist. in Redford Twp. area. Experienced thru trial balance. 537-3305

BOOKKEEPER, experienced through trial balance & taxes, for construction company in Farmington Hills. High salary potential. Call 851-0700

BOOKKEEPER for pleasant 2 girl office. Excellent salary and benefits. 9 Mile rd. and Coolidge 543-7200

BOOKKEEPER for Southfield CPA office. Capable of handling small accounting thru financial statement. Some audit work. Cross, Bernstein & Co., P.C. 275-4118

BOOKKEEPER - Full charge thru financial statement for professional office in Northville-Novi area. Cross, Bernstein & Co., P.C. 275-4118

BOOKKEEPER
Full charge through trial balance for growth oriented Southfield travel company. Minimum 3 years experience with supervisory ability. Call 353-6035

BOOKKEEPING & PAYROLL service for small businesses.
851-7770

BOOKKEEPING position. Must have Real Estate and Property Management experience. Part-time. Southfield area. Call Evenings 851-3352

BUSY TROY law office needs part time secretarial help, legal experience not necessary. 528-5700

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FEDERAL
SAVINGS
Has immediate openings in the following entry-level positions:

CLERK-TYPIST, PART TIME
Greenfield Rd. near 10 Mile Rd.
10 w.p.m. and accuracy.
2 week days from 9 am - 4.30 pm & Fri from 9 am - 8 pm.

TELLER- PART TIME
Northwestern Hwy. & Civic Center Dr.
Mon. - Fri. 10 am - 2 PM.

TELLER-PART TIME
9 Mile Rd. near Coolidge
2 week days from 9 am - 4.30 pm & Fri. from 9 am - 8 pm.

Competitive salary & excellent working conditions.

APPLY IN PERSON
Personnel Dept.
24700 Northwestern Hwy.
Southfield, Mich.
Equal Opportunity Employer M/F/H

ANNOUNCING
KELLY SERVICES NOW HAS 2 SPECIAL INTERVIEWING CENTERS in PLYMOUTH AND GARDEN CITY.
NOW OPEN FOR YOUR CONVENIENCE. INTERVIEWING FOR IMMEDIATE TEMPORARY ASSIGNMENTS. ALL OFFICE SKILLS NEEDED. APPLY BETWEEN 8:30 AM. AND 3 PM. AT THE RECRUITING CENTER CLOSES TO YOU.
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A PLEASANT phone personality is a must for this position. Duties will include answering a busy phone, typing, filing, handling mail and misc. other office duties. Pleasant working conditions hours 12:30 to 5 PM, weekdays. $4 per hour. Call Enviro-Pak Inc., 12540 Beech Daly, Redford. 937-2000

An Equal Opportunity Employer

ASSISTANT for purchasing & inventory control. Experience preferred. Pay negotiable. Livonia area. Ask for Mr. Rundell 591-3400.

CLERICAL - GOLF COURSE
Full time and part-time position available. Call evenings only. 651-0106

CLERICAL help wanted in rapidly expanding Southfield based insurance agency. Experience & light bookkeeping helpful, excellent benefits & advancement. Call559-6464

504 Help Wanted Office-Clerical

EXECUTIVE SECRETARY
International "Big 8" CPA firm, located in the Renaissance Center, is looking for a professional, mature, self confident secretary to work in their tax department. Applicant should have at least 3 to 5 years secretarial experience, excellent typing, shorthand, & dictaphone skills as well as a desire to learn. Compensation is based on experience and skills. Good fringe benefits and excellent professional working environment. Please send resume in confidence to:
Box 230
Observer & Eccentric Newspapers
36251 Schoolcraft, Livonia, MI 48150
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TELLERS
Michigan's largest savings & loan association has Teller positions available at office locations listed below: The candidates must have ability to meet the public and be accurate with figures. Positions offer excellent working conditions and competitive salary and benefits.

Office Locations:
Canton Twp. - Ford Rd. & Haggerty
Dearborn - Michigan & Telegraph - Part Time.
Southgate - Allen Rd. & Goddard
Detroit - W. Warren & Woodmont

Part time position requires full days of work Mondays and Fridays plus other days to be discussed.

Apply in person Wednesday, July 18 at either of the following offices at the times given:

Canton Twp. - 9:30 A.M. to 1 P.M.
41401 Ford Rd. near Haggerty
or
Dearborn - 2 P.M. to 4 P.M.
23801 Michigan Ave., East of Telegraph

1st Federal Savings of Detroit
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