500 Help Wanted

IF YOU would like to get paid for talking on the telephone, call Joe at 332-8014

IMMEDIATE OPENING for night clean-up person. Full time position, must be experienced & reliable. Mayflower Hotel, Plymouth, Mi. No telephone inquiries, must apply in person.

INSPECTOR
Heavy plate metal fabricator needs experienced individual to check Jigs, Fixtures & machine bases in various stages of Manufacture thru Final inspection. This vacancy is a full time permanent position with leading established company of the past 33 years.
UAW SHOP LOCAL 157
Competitive wages
13 paid holidays
Paid vacations
Blue Cross/Blue Shield
Major Medical
Dental, Optical
sickness & accident
bereavement pay
Life Insurance
Apply at:
CUSTOM FABRICATORS INC.
37100 Dover
Telegraph-5 Mile area

KEY ENTRY
Operator for IBM System 34. Diversified job duties. Full time position with our growing company. Experience preferred. Overland area.
Call Laura. 968-2400

LANDSCAPE COMPANY wants driver/laborer to $4.66 per hour to start. 474-4143
An Equal Opportunity Employer

LANDSCAPE LABORERS & DRIVERS
Experience Preferred.
CRIMBOLI LANDSCAPE CONTRACTORS
Canton
422-2922

LANDSCAPERS
Experienced desired. Call 10am-5pm only 533-1632

LATHE OPERATOR
Job shop experience necessary. Days, Overtime & Fringes. Falcon Tool Co. 536-6242

Learn & Earn
If you are unemployed, an Oakland County resident and meet low income guide lines, the following areas of "On-the-Job Training" may be available to you.

BOOKKEEPER
DRAFTSPERSON
MACHINE REPAIR
MAIL CLERK
SECRETARY
TRAVEL AGENT
PLEASE CALL
CITY OF SOUTHFIELD
COMMUNITY PLACEMENT
354-9167

LIFEGUARDS - Concession stand workers, for Woodbrook Hills Swim & Tennis Club. Southwest Southfield. Brief resume to D.M. Kirsch, PO box 5313, Northville, MI. 48167.

LIFEGUARDS
Outdoor pool, Westland area. Need lifeguard with WSI plus 3 additional lifeguards. 425-3090

Light Industrial Assignments
KELLY SERVICES has various LIGHT INDUSTRIAL assignments available for men and women in Livonia, Plymouth and surrounding areas. Apply between 9 AM. and 3 PM. Mon. thru FRI.

32669 W. WARREN
(at Venoy)
GARDEN CITY
522-4020
KELLY SERVICES
"The Kelly Girl People"
Equal Opportunity Employer M/F/H

MACHINE BUILDER, 5 years experience, Multi Feed Inc.
16350 Northville Rd. Plymouth.
349-6010

MACHINE TOOL and fixture designer, minimum 10 years experience necessary. Located in Wixom-Walled Lake area. Send resume with salary history to Box 912 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia Michigan 48150

MACHINIST
Experienced on mills & lathes, not a job shop, steady work excellent wages, all benefits. Apply 7446 Central, Detroit or call: 834-8855 ext 21

MACHINIST
Progressive, growth oriented company in Livonia. Requires Machinist on second shift, with minimum of 4 yrs. work experience. Must be self-starter who can work independently. Knowledge of set-up & operation of Lathe & Bridgeport. Call between 1-5 PM
591-3000 Ext. 220

500 Help Wanted

MAINTENANCE ENGINEER
We have an immediate opening for a maintenance engineer with a minimum of 1 years experience in institutional maintenance. Should know painting & wallpapering. Midnights, weekends included.
Please Apply In Person
PERSONNEL OFFICE
MON. THRU FRI.
9AM-1PM 3PM-4PM
SHERATON-SOUTHFIELD HOTEL
17017 W. 8 Mile Road
Southfield, Mich.
An Equal Opportunity Employer

MAINTENANCE MECHANIC needed for apartment community in Troy. Must have basic mechanical ability. Call 362-4088

MANAGEMENT TRAINEES
Several openings available for career minded persons
JOB FINDERS 552-4570

MATRON - responsible person to fill Mom Matron position in suburban theatre. 40 Hr. work week, excellent working conditions. Please write to PO Box 416, Bloomfield Hills, Mich., 48013.

MANICURIST wanted for Farmington Hills salon. 477-7334, or 355-7480

MEAT CUTTER & counter person for service counter, good wages and working conditions. After 5pm Mrs. Elias. 422-4700

MECHANIC, EXPERIENCED
Gasoline, air cooled, and diesel engine. Old Redford area. 533-1043

Mental Health worker - Male
Training required. Non profit group home. M.R./D.D. Northwest Wayne County, afternoons, Call 8am-5pm, Mon.-Fri., Roberta Brown, 835-1700

MILLING MACHINE OPERATOR
Spiral Milling experience necessary. Days, Overtime & Fringes.
Falcon Tool Co. 536-6242

MONTESSORY SCHOOL located in Birmingham needs classroom assistant for fall. Experienced helpful, but love of children more important. Send resume to: Box 888, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

NEW UNISEX HAIR SALON
Needs two people, women preferred, with clientele to start work week of May 1. Ask for owner: 261-8160

OAKLAND VALLEY NO. 2 APTS.
LAST MONTHS RENT FREE
Near Oakland University, N. on Squirrel, past Walton Blvd., L. on Birchfield to Patrick Henry Dr., R. to office Apt 611. Studio, 1 and 2 bedroom apartments. Sunken living room, doorwall balconies, self cleaning ovens, self defrosting refrigerator, dishwashers
Starting $160 per month.
Call 11 AM-6 PM, Mon.- Sat.
373-2196

ONE SURVEYOR and Two Survey Party Chiefs also two experienced surveying engineering draftsmen and 2 experienced engineering technicians. Send resume to Box 890, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

OVER QUALIFIED?
No advancement? Get out of the rut and start a new career. Unlimited income potential for those willing to work. Training available for both part and full time. Mariner Financial Services. Call between 12:30PM-4PM.
261-4720

PACE SETTER Beauty Salon in Farmington area needs stylist with clientelle.
478-4480 or 476-4481

PAINTERS NEEDED
Experienced & neat and old work. Mostly interior custom work. 874-0637

PART TIME Beautician, Dearborn Area. Call after 7:30 PM. 453-8063

PART Time couple to assist in management of apartments in Troy. Will live on site. Send resume to P.O. Box 892 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

PART TIME help for light housecleaning chores, some care for partial invalid. About 4 hrs. week. Pickford & Garfield, Redford 535-5540

PERSON TO work lunch at Dino's Pizza in Northville, 11 AM. to 3 PM. Mon. thru Fri. Start at $3.30 per hour. Call between 1 & 6 PM. 455-5300

PHONE APPOINTMENT CLERK
No experience necessary. Calling for appointments only. No selling involved. Salary plus commission, evening or afternoons 4 hours a day. Immediate openings. Call Mrs. Fredrick 10-3pm 399-1079

PHONE WORK. Evenings and/or weekends. Interesting market research studies conducted from our Farmington Hills office. Prior phone experience preferred, but will train. Weekend shift pays premium. Call after 5pm 851-6655

PHOTO LAB
TRAINEE POSITION
Open for
PHOTO TUBE PRINTER
Call for appointment:
Ramshaw Photo
29299 Franklin Rd., Southfield
358-5110

PROGRAMMER
Minimum 2 years Cobol/CIL on business applications in small to medium installation. Requires some operator experience, accounting training helpful. Preference given for Honeywell, L-437/GCOS exposure. Small installation ready to expand into communications. Call N. D. Industries, 345-3300 ext 122, P.O. Box 1019, Troy, 48099.

500 Help Wanted

PORTRAIT STUDIO seeks middleaged person for general hi-static duties. Woman with sales abilities preferred, but not necessary. 647-8182

PROFESSIONAL PHOTO FINISHING
Enjoy a career in photo finishing. We are accepting applications for printing, color inspection and film processing. This is a challenging job opportunity. Starting wage, $3.45 per hour. Wage adjustments are made according to performance. No experience necessary. Apply Tuesday thru Friday, North Hollywood Office, 27451 Schoolcraft, Livonia.

RELIGIOUS SCHOOL DIRECTOR for W. Bloomfield Temple. Send resume to box 700 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

RENOVATING Century Home need part/full time helper. Experience necessary. 474-8391

RENTAL HOSTESS. Experience necessary. Must be available weekends and weekends. Send resume to Resume & Doubs Management Co., 3120 1st Federal Bldg., Detroit, Mich. 48226

RETIRED WOMEN

Work as frequently or infrequently as you like. Become a temporary governess in most desirable homes while parents are on vacation. Transportation provided to work locations. Must be able to live-in 3 nights or longer. Agency state licensed & bonded. Phone for application.
NANNIES, INC.
642-2232

RETIREE
Permanent part time position. Cleaning and some stock handling for retail store at Tel-Twelve Mall, Southfield. 9 AM. - 12 Noon, 5 days. Call for appointment. 358-3933.

RETIREE wanted for watering Nursery Stock, 8AM-noon, 5 days, minimum wage, Rochester area. 852-6939

ROCK BAND forming, to tour in 1980-81 winter. Must be serious, have own equipment and look young.
Matt 459-2720

Security Guard
For large suburban apartment complex. Experienced, references, lucrative salary, fringe benefits. Call Mon. thru Fri., 9 AM. - 5 PM.
352-2013

SECURITY
Plain clothes Security Officers needed to join Detroit based retailer. One year prior experience required. Excellent starting salary and benefit package including: Fully paid Blue Cross Blue Shield and life insurance.
To arrange for an interview, call Mon. thru Fri. between 9AM-12 noon at:
963-1329

SERVICE MANAGER
local retail furniture chain. Experience preferred. Send resume to box 910 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

SERVICE TECHNICIAN
Large corporation has career opening for mature individual with mechanical & electrical aptitudes, for Service Department. Excellent fringe benefits. Overtime available. Call for appointment between 9AM & 4PM 548-5958

Shipping/Receiving Clerk
Small industrial corporation seeking individual with shipping, receiving & stocking experience in a manufacturing operations. Send resume to PO Box 435, Westland, Michigan 48185

Spring Positions
NOW OPEN
Work available part time in our telephone sales department. Excellent pay. Immediate openings. Call Mrs. Rajda from 3 to 7 PM at
533-7748
Redford Area

SR. ACCTS. RECEIVABLE-CONSTRUCTION
Heavy experience in Construction, Billing, Sub Contractor billing, waivers & collection on mile building, APPLY HAVE ALL OF THIS BACKGROUND Salary $18,000. Fully paid benefits. Fee Paid.

MAINTENANCE APARTMENT COMPLEX
Must have heavy experience. Salary very much open depending on experience. Paid Benefits. Fee Paid.
BETTY HAMIL PERSONNEL
424-8470

STEEL DOOR DISTRIBUTOR
Seeking man for diversified shop duties. Must have experience welding, light gauge metal.
VANDO CONSTRUCTION PRODUCTS INC.
261-9720

STOCK PERSON
Male or female, will train, apply in person, Mom's Fruit Market, 28350 Joy Rd.

STOP
We have a job for you. As a matter of fact, we have a selection of employers who need people right now.
JOB FINDERS 553-4570

SUMMER DAY CAMP COUNSELORS
needed at
Livonia Family YMCA
Specialty areas are:
Nature, Crafts & Phys. Ed.
Must be 21. Call between 9am-3pm, ask for Linda or Sue.
261-2161

SUMMER JOBS
CLERKS
SALES/STOCK
Applications are now being taken at our main office for full time and part time summer jobs. Must have own transportation, be at least 18 years old.
For more information, call Mon. thru Fri. between 9AM-3PM at:
963-7781
CUNNINGHAM DRUG STORES INC

SUPERINTENDENT
Experienced in commercial construction. Send resume in the area to: Box 894 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

TAX CONSULTANT-Local CPA firm seeking individual with at least 3 years tax department experience. Excellent opportunity in a rapidly expanding firm. Good compensation program. Send resume to Correll, Rywsko, Harrell & Davis, 19900 W. 8 Mile, Suite 209, Southfield, Mich. 48075.

TEACHER - K-8, alternative school. Send resume stating educational philosophy to New Morning School, 8400 N. Silvery Lane, Dearborn Hts. 48127.

TEACHERS needed for Community Education for 1980. Certified secondary teachers in all areas. Certified elementary teachers. Leisure time teachers in areas such as upholstery, arts and crafts, dance, etc., and Secondary certified teachers willing to work with Senior Citizens. Contact: Garden City Schools at: 422-4800, Ext. 54.

TEACHER - upper elementary position. Super School-Certification, open classroom, gifted education experience. Resume to P.O. Box 329, Bloomfield Hills, Mich. 48013.

500 Help Wanted

TELEPHONE SOLICITORS
TELEPHONE SALES EXPERIENCE PREFERRED BUT NOT NECESSARY. GOOD HOURLY PAY PLUS COMMISSIONS & BONUSES. FULL-TIME & PART-TIME POSITIONS AVAILABLE.
591-0223

TELEPHONE SOLICITING- Retirees supplement your income, by calling telephone soliciting, salary and bonus. Call Barb. 478-1304

TELEPHONE SOLICITING
Housewives help your budget. Evening work. Telephone soliciting, salary and bonus. Call Barb.

THE COMMUNITY HOUSE in Birmingham has an opening for a woman as an evening Receptionist. Must enjoy being with people and be able to assume responsibility. Knowledge of Birmingham-Bloomfield area and experience with clubs and organizations helpful. Call Miss Mader. 644-5422

TOOL & DIE Machine Repairman
Clean small manufacturing plant, good wages & benefits, steady employment.
Shaw & Slavsky, Inc.
13821 Elmira,
(near Plymouth & Schaefer Rds.)

TOOL ROOM - Should be journeyman status, capable of running mill, drill, etc. Excellent opportunity with a growing company. LDD Electronics 669-5833

TRAINEE
Opportunity to learn & advance. Conveyor type machinery. Some Welding & shop experience necessary. Campbell Machines, 45400 Grand River, Novi.

UMPIRES
WANTED
LIVONIA FAMILY Y
at least 18 years old with ability to relate to adults and youngsters. Some competitive ball experience.
Call Dick at
261-2161

VENDING Route Man & Vending Mechanic, full time. N.W. Suburbs. Experience preferred, good driving record a must. Call between 9am-4pm, Mon thru Fri. 477-1787

WAITRESSES
Day & evening shifts. Apply in person: Howard Johnson's Restaurant, 25050 Northwestern Hwy., Evergreen & 10 Mile Rd.

WANTED A CLOWN. Must be able to juggle and very good at entertaining children. Apply in person at 14303 Telegraph Road. Farrella Ice Cream Parlour. 255-6885

WANTED: Builders for Vinyl Liner Inground Pools. Must have experience. Top dollar paid per job. Call Mon. thru Fri., 10AM to 5PM 728-6444

WANTED: Experienced Cashier available anytime. Apply within, Michalek Brothers, 18510 W. Warren, Detroit.

WATER SAFTY INSTRUCTOR Wanted to work in summer daycamp in West Bloomfield area. June 16 thru August 22, experience required. Call 851-6666

WE HAVE OPENINGS for experienced machine operators. Applicants must be able to read prints and do lay-out work. Apply in person only: 30385 W. 10 Mile Road, Farmington Hills.

WINDOW CLEANER - Experienced. Immediate position. References. 646-6313

WOMEN for Industrial Sales. To call on established repeat customers. Good starting salary, apply within between 10 AM-4 PM. 25743 W. 7 Mile Rd., Redford At Beech Daly.

502 Help Wanted Dental-Medical

ADD TO FAMILY INCOME
RNs & LPNs for part time work.
Farmington Nursing Home, 30405 Folsom Rd. 477-7600

ASSISTANT, DENTAL, Neat caring & experienced, full or part time, chairside, for Farmington Hills general dentist. Salary commensurate with experience. 476-8330

ASSISTANT DIRECTOR of Nursing/in Service, part time. Apply at Farmington Springs. Call weekdays, Sherwood Hall Convalescent Home. 476-6410

ATTENTION RN'S & LP'S
Staff nurses and supervisors needed for all shifts at Hillcrest Convalescent Center, 29350 Grand River, Farmington. Excellent salary and shift differentials. Call Mrs. Radanovich. 338-0345

CHAIRSIDE DENTAL Assistant - mature, experienced, approx. 35 hours Call Schoolcraft and Telegraph area. Ask for Mrs. Vaughn 534-6680

CHAIRSIDE DENTAL ASSISTANT
Experienced with a friendly bedside manner. Salary commensurate with experience. Westland area. 728-1720

CHIROPRACTIC assistant in Livonia office. Assist doctor, learn x-ray and laboratory procedures. Will train sharp girl. Hours 2-6PM, Mon. thru Fri. Sat., 9-3. 261-2121

CO-ORDINATOR for large office medical center - executive position, ability to motivate, direct and PR. Must understand bookkeeping. Excellent salary, benefits, & growth. Waterford area. Send resume to box #898 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

DENTAL ASSISTANT - experience preferred, good pay plus fringe benefits. Call Mrs. Bigham Farm area. 533-4400

DENTAL ASSISTANT-Orthodontic office, negotiable hours, basic experience necessary. Sterling Heights-Troy area. 879-6300, 266-4279

DENTAL ASSISTANT/
RECEPTIONIST. Full or Part Time. Some Experience necessary. Farmington area. Phone 478-8880

DENTAL ASSISTANT
Mature, responsible person sought for new Garden City practice. Must have recent training or experience in 4 handed dentistry. 421-5300

DENTAL ASSISTANT
Full time, experience necessary. 871-2144

DENTAL ASSISTANT
Experience preferred but not necessary. Good benefits, good salary. Southfield location. Send resume to Box 918 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

DENTAL ASSISTANT
Afternoons & Saturdays. Experienced preferred but not necessary. Wonderland area. Reply to Po Box 918,Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

DENTAL HYGIENIST
Needed for Wednesdays
1200 E. 13 Mile Rd, Madison Heights.
Call, 256-1112

DENTAL RECEPTIONIST - Insurance clerk needed for Troy office, typing & bookkeeping skills required, experience necessary. 828-8150

DENTAL Receptionist, Long lake, Rochester Rd. area, experienced in dental insurance work, appointment book, telephone, pegboard, light typing. Benefits, salary open. 2PM-9PM 656-8838

DENTAL RECEPTIONIST
We need sharp gal with previous dental or medical experience for busy Dearborn dental specialist office. Full time, good benefits. 274-9860

EXPERIENCED dental receptionist needed for busy oral surgery office in Farmington Hills. 553-2280

EXPERIENCED INSURANCE Biller needed for busy Livonia doctor's office. Full time position. 478-1100

EXPERIENCED dental assistant. For busy Pediatric Dental Office in Livonia. 478-3723

HANDICAPPED CHILD CARE
WAYNE & OAKLAND COUNTY
I you have 6 months or more experience working with handicapped, retarded or autistic children. Temporary Health Care Services may be able to a special care program. Full or part time. This is not a baby sitting job. Refer Call Ellen Weber, 835-9543

JOHN HANCOCK Insurance has openings for dental claims processors to determine eligibility and to approve or deny group dental benefits, applicants should possess at least 2 yrs. of experience in a dental office. The ability to diplomatically converse with dentists, claimants & policy holders is a pre requisite. Some typing ability is helpful. Excellent area. Call Pat Johnson or Tommy Stanislerey 644-4100
An Equal Opportunity Employer

502 Help Wanted Dental-Medical

JEWISH HOME FOR AGED
SOUTHFIELD
Full time RN & LPN 3-11 shift
RN
$4.50 hour - $52 daily - $13,615 yearly
LPN
$3.75 hour - $46 daily - $12,005 yearly
Three Weeks Paid Vacation
Call Miss Young 9 AM to 2 PM
Monday thru Friday
352-2336

LPN MIDNIGHTS
APPLY IN PERSON
GOOD WAGES, BENEFITS
WISHING WELL MANOR
150 W. Main St.
Northville

LPNS
FULL TIME
ALL SHIFTS
Apply in person
Whispering Willow Manor
49650 W. Warren
Canton

MEDICAL ASSISTANT
Doctors office, Northwestern area. Experience preferred. After 10am
358-7800

MEDICAL ASSISTANT to assist Doctors in busy OB-GYN practice in Southfield. Must have office experience and references. Light lab required. EKG, C. P. injections, etc. Benefits. Please call Darlene at: 569-3683 or 569-3682

MEDICAL Assistant/Receptionist - Internist. 12 Mile & Southfield. Front desk, insurance, EKG, etc. Experience helpful. Full time. Call Sonny or Elaine 352-8949

MEDICAL ASSISTANT
For general practice surgeon in NW area. Experience necessary. VP's, injections, etc. $4.50 an hour. God opportunity.
DAVIS-SMITH
Medical-Dental Personnel
557-7200
JOB LINE
24 Hour Service To Hear About Our Most Current Openings. 557-4958.

MEDICAL LAB TECHNICIAN,
Physician's office. Monday thru Friday, 9 AM to 5 PM. Warren area.
573-4320

MEDICAL RECEPTIONIST
Full-time, experienced in Insurance, Telephone Pegboard & Typing. Southfield area.
MEDICAL RECEPTIONIST/Assistant. Full time. Experienced only. For Troy practice. 643-3443

MEDICAL Secretary-Receptionist. Southfield allergy office. 30-40 hours per week. Salary commensurate with experience. 559-8860

MEDICAL TECHNOLOGIST - ASCP, part time, two years hematology experience, alternating weekends, Southfield location. 557-8580

Nurses
RN'S
$200 FREE!
PRESENT THIS AD, COMPLETE AN APPLICATION, WORK 20 SHIFTS OF 3-11, 11-7, OR JUST WEEKENDS AND RECEIVE: $200 FREE IN ADDITION TO ALL OUR TOP WAGES.
RN'S
TO $12.50 PER HOUR
THIS OFFER IS NEW AFFLICANTS WHO APPLY FROM APRIL 21 THRU MAY 31, 1980 AND WORK COMPLETED BY JULY 7, 1980.
Kimberly Nurses
354-1640
FULL AND PART TIME POSITIONS AVAILABLE IN ALL AREAS INCLUDING ICU/CCU/OB. CALL NOW FOR IMMEDIATE OPENINGS.

NURSING ASSISTANTS
Part time positions open on all shifts for Sat & Sun. Call Mrs. Mackie
338-0345

NURSING STUDENTS
Come join our team of Healthcare professionals. Work as a Nurse Aide/Orderly Health Aide providing healthcare to independent living. Flexible hours, competitive pay. Call us today

OAKLAND COUNTY
WAYNE COUNTY
OUTPATIENT HEALTHCARE SERVICES
An Equal Opportunity Employer

OPHTHALMIC medical assistant, experienced, one year working into full time, good benefits & working conditions. Livonia area. Call Mon. thru Fri. between 8-4 476-4399

RECEPTIONIST - full time for Dr's office, experience helpful. Southfield W. Chicago area 538-8344

RECEPTIONIST/Assistant for orthopedic office. Negotiable hours, experience necessary. Southfield, Birmingham, Bloomfield area. 879-6300

RECEPTIONIST for 2 busy OB GYN's practice. Good typing, experience with word desk work, insurance forms & pegboard system necessary. After 9:30am 355-6470

REWARDING JOB OPPORTUNITIES
NURSE AIDES
Become a needed and special individual caring for the elderly. Afternoon and midnight shifts available with flexible schedules. $3.40 hour to start. Apply in person.
Franklin Manor
Convalescent Center
26900 Franklin Rd., Southfield

RN ASSISTANT
In-Service Education. Shift rotation mandatory. For further information contact: Susan Houston, RN. Westland Convalescent Center, 728-8100.

RN, experienced in CCU, full time. Needed for busy Livonia doctor's office. Call 478-3100

RN-LPN CHARGE NURSE.
Afternoon and midnight shifts. Full or part time. Contact: Susan Houston, RN. Westland Convalescent Center. 728-8100.

RN - LPN
Full Time Midnights - No Weekends
Call: MRS. QUINN
FRANKLIN MANOR
26900 Franklin Rd., Southfield
352-7390

RN - LPN
JOIN OUR DEDICATED TEAM
We are a home nursing service & we are looking for a few excellent nurses. You can choose the hours to work, select the type of assignments you want & get top pay for efforts. If you are a skilled compassionate nurse, talk to us about fulfilling your personal life to your working career. Kennedy Health Care Services, 25725 Northwestern Hwy, Southfield 354-4964

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

502 Help Wanted Dental-Medical

RN
Supervisor
Seeking energetic RN to supervise and motivate our Midnight staff. Excellent benefits. 1 to 3 days per week. Come join the management team at The Family of The Year. Contact: Susan Houston, RN. 728-8100.

R.N.
Night supervisory position now open in programs 360 bed adult facility. Excellent salary and fringe benefits. Apply Beverly Manor, 2325 Orchard Lake Rd, Pontiac, Mich. 338-7151

SURGICAL ASSISTANT, experienced in dental surgery for oral surgeon's office in Plymouth. For interview call. 455-9710

TRAINED AIDE to care for a lovely elderly couple, my parents. living in Southfield, on Saturdays & Sundays. Must be pleasant, kind, have car and good driving record, able to cook, with experience and references. Sorry but nature of work requires female attendant. If interested please call their son for interview. 645-6788

TRANSCRIPTIONIST, receptionist, insurance billing for endodontist Bloomfield Hills office. Full time position. Experience necessary. Call. 642-9109

TWO (2) Southfield Internists seeking experienced medical assistant to hear pancutures, EKGs & injections. Call 354-9646

504 Help Wanted Office-Clerical

ACCOUNTANT WANTED, 2 years general accounting education necessary. Experience in receivables, credit & collections helpful. Manufacturing background preferred, but not necessary. Good salary & fringe benefits. Call for interview, 723-5400, ext. 31.
An Equal Opportunity Employer

ACCOUNTING CLERK
To type invoices, Purchase, Sales Orders, etc. Must have several years experience in Accts. Receivable & Accts. Payable. 548-3816

ADVANCEMENT OPPORTUNITIES
Partial Listing of Current Openings
COST CLERK $10-12,000
If you have 1 year experience in cost accounting, record keeping & a bookkeeping background, a N.E. suburb company needs you.
CREDIT & COLLECTIONS $10-11,000
1 year experience in a manufacturing environment, PO. Mgmt. Good grammar and letter composition. Will lead into Secretary to Controller position. N.E Suburb.
BILLING TYPIST $9-10,000
Some experience typing billing for an Accounting Department. 45 WPM. minimum. Excellent benefits N.E Suburb.
All Fees Co. Paid.
PLACEMENT PLUS
PERSONNEL 358-3250

ADVERTISING
MEDIA SPOT
$11,000 FEE PAID
Glamorous and plush Southfield Ad agency needs your secretarial skills Benefits are great including dental and drug card. Call
SNELLING & SNELLING
478-3500

ADVERTISING SEC'Y
Major West suburban promotional firm needs friendly person with excellent typing for diversified position in plexus art office. Starting salary $10,000 and up depending on experience. Full benefit package. Company pays our fee. Call now for a personal interview.
PERMANENT STAFF
LIVONIA 522-4210

ALL
Clerical Skills
NEEDED
KELLY SERVICES has assignments in CLERICAL & SECRETARIAL SKILLS in your area. For your convenience we have offices in Livonia, RECRUITING CENTER in Garden City. If interested apply between 9 AM. and 3 PM. Mon. thru Fri.

32669 W. WARREN
(at Venoy)
GARDEN CITY
522-4020
KELLY SERVICES
"The Kelly Girl People"
Equal Opportunity Employer M/F/H

ALL FEE PAID
PERSONNEL-Definite hire/fire Exp resds Acct Rec Typist $9,000 Start
to $13,500 for intertainment group.

SELF-STARTER-Go Getter Southfield Attorney needs Data Entry & rusty Shorthand for Negotiate $200 Start.

EXEC- Potential get involved group offers team spot start to $13,200. Sharp skills & take charge approach.

Harriet Sorge Personnel
See us across K-Mart HQ
Call 649-4144

AN administrative/secretarial career opportunity for an experienced pro. Must type 85WPM, be expert on phone, able to handle clients and vendors. Poised. Cheerful. Promotable. Shorthand not required. For well established Redford area creative consulting firm. Salary open, includes BC.

APPLY NOW
Applications Accepted For
TEMPORARY ASSIGNMENTS
Use your talents to beat inflation. Work a day, a week or longer.
ARE YOU A SECRETARY
STENOGRAPHER
DICTAPHONE OPR.
PBX OPERATOR
CAN YOU TYPE
OR
ANY OFFICE SKILLS
DON'T DELAY ... DIAL NOW
LIVONIA 525-0330
DEARBORN 565-8060
REN CEN 259-7788
WIXOM 669-2408
SOUTHFIELD 569-7500
Witt Services
The Temporary Help People

ASSISTANT TO Administrative Secretary. Career minded, mature individual for small life insurance office. Challenging, diverse responsibilities - dictaphone, light bookkeeping. Birmingham area. Call Mrs. Goldsmith 645-6090

504 Help Wanted Office-Clerical

APPLY NOW FOR
GOP CONVENTION
Plus Other Office Assignments
Typists & Stenos Needed
Apply Mon. thru Fri. 9-3
LIVONIA
19500 Middlebelt, 2nd Floor
478-1130
ROYAL OAK
26075 Woodward, 3rd floor
543-1080
Ask how you can earn extra money with our talent scout referral program.

MANPOWER
TEMPORARY SERVICES
THE WORLD'S LARGEST
An Equal Opportunity Employer

ARE YOU AN EXPERIENCED
DICTAPHONE TYPIST
SHORTHAND TYPIST
MAG CARD OPR.
We have TEMPORARY or PERMANENT positions close to your home. Call for appointment.
SUBURBAN Office Services
ROCHESTER 651-1500
FARMINGTON 477-9840

ATTENTION
Secretaries, Bookkeepers & Typists.
Who says there are no jobs?
Here are just a few of the choice positions, just waiting for you at Snelling & Snelling, Southfield.

Ad Agency Secretary	$900
Legal Secretary Trainee	$900
Secretary-Fortune 500 Co.	$900
Word Processing Tech	$866
Bookkeeper-Big Firm	$866
1 Secretary office	$875
Sr. Typist-Friendly firm	$750
Accounting Clerk	$750
Receptionist-Plush office	$750

Send resume to PO Box 435, Westland, Michigan 48185
SNELLING & SNELLING
PERSONNEL

BEGINNER
VARIETY PLUS
Excellent opportunity at expanding Southfield company for good typing and math skills. Diversified position beautiful office. $700 to start, good raises, full benefits and company pays our fee. Call CARRIE today for a personal interview.

PERMANENT STAFF
SOUTHFIELD 353-0505
BILLING PERSON FOR MEDICAL SOUTHFIELD
Tabulation, input for computer. Must have experience. $700-$800. Paid Benefits. Fee Paid.

SECRETARY-LEGAL FIRM
TROY
Legal Terminology not required. Excellent typing, dictaphone a must. Shorthand would be nice but will see other. Will be trained in Litigation & Corporate. NON-SMOKER. 9-5 Hours $11,500 to start. Fee Paid.

VOLUME TYPIST FOR MEDICAL RESEARCH
90WPM, Minimum typing speed required. Medical terminology if possible, dictaphone, set up, ARITHMETIC $12-$12,500 to start. Full benefits. Fee Paid.

BILLING TYPIST
Excellent experience with invoices ($300 per day) Excellent benefits. Call $750 Range. Fully paid benefits & full time position. Call & Optical Fee Paid.

BOOKKEEPING CLERK
SOUTHFIELD
Payroll department, some knowledge, must be willing to work some overtime. Salary approximately $700. Paid benefits. FEE PAID

COST CLERK
Must have working experience in accounting. Cost background ideal. Good knowledge of bookkeeping. 1 year college preferred. Salary $850 per month minimum. Fully paid benefits including tuition refund, dental, optical FEE PAID.
BETTY HAMIL PERSONNEL
424-8470

BIRMINGHAM ATTORNEY
seeks experienced secretary. Salary negotiable, plus benefit package.
645-9406

BLOOMFIELD - company needs receptionist typist. Busy phones, nice hours, start at $686 plus benefits, and your company pays our fee.

COMPUTER - graphics company in Southfield needs secretary with professional telephone skills. Salary $13,000 to $13,200. Benefits include dental and our fee is paid.

ADAMS & MARTIN
PERSONNEL
920 Maple Birmingham
646-5600
DIAL A JOB
24 Hour Service To Hear About Our Most Recent Openings.
646-8780

BLOOMFIELD HILLS law office seeks secretary with excellent shorthand and typing skills. Benefits 644-4540

BOOKKEEPER
A Southfield CPA Firm seeks full charge bookkeeper. Must be able to handle all payroll tax returns and post to general ledger. Prior CPA office experience helpful. Full time, permanent position. Call 647-6364

BOOKKEEPER - Experienced thru Trial Balance for construction firm in Wixom - Novi area. Type 55 WPM. Must have strong background in Job Costing, Accounts Payable & Receivable, Payroll & Payroll Taxes. Call for interview 477-9797

BOOKKEEPER, full time for CPA firm. Experienced only. Computer experience helpful. Call 437-2030 8AM-5PM, Mr Farrell.

BOOKKEEPER - full charge, cost accounting, minimum 3 yrs. experience, ability to keep multiple sets of records & draft financial statements. Full benefits. Birmingham area. 644-4913

BOOKKEEPER/SECRETARY. Accts. Receivable, Accts. Payable, Job Costing, Payroll, Taxes, Typing. Full responsibility of Office Management. Hospitalization, Life Insurance & Dental benefits. Send resume to Mico Inc., 11879 Brookfield, Livonia, Mi. 48150.

CLERICAL
Insurance Agency in Southfield needs mature woman for misc. typing and some light bookkeeping. Excellent fringe benefits. 552-7350

CLERICAL POSITION
General office. Typing and adding machine necessary.
455-1400

504 Help Wanted Office-Clerical

BUBBLY SALES SECRETARY NEEDED
$10,816 FEE PAID
Top flight company, Southfield location! Benefits include profit-sharing, stock option, and dental. Call Debbie.
SNELLING & SNELLING
478-3500

CAREER OPPORTUNITY
Growing local retail firm has an outstanding opportunity for receptionist in it's Executive office location in Farmington Hills. Light bookkeeping & typing skills are necessary & the ability to comprehend office procedures rapidly are a plus. We offer an attractive starting salary & excellent employee benefits. Please call Mr. R. Dietrich, for a convenient interview, at 352-5151

GIRL FRIDAY needed to work part time Farmington Hills office. Must have pleasant phone voice & general office skills. Call Jim, 476-2266

GIRL FRIDAY, varied duties, correspondence, invoicing, filing, light typing. Small office, nice atmosphere. Apply in person. Jay-Cee Sales Co., 31861 Chesley Dr., Farmington.

HAPPY SPRING
From all of us at "SOMEBODY-SOMETIME" temporary help. Now is the time to think about earning extra $ for summer vacations. We have the answer - a temporary job near your home. Use your office skills and receive top rates. We have openings for:
SECRETARIES
TYPISTS
SWITCHBOARD OPRS.
ACCOUNTING CLERKS
Come in and see us and start your temporary assignment now!
Somebody Sometime
SOUTHFIELD
16415 West 8 Mile
272-8500
LIVONIA
17222 Farmington Road
(In Burton Executive Park)
525-5170
DEARBORN
4300 Village Plaza
565-3500
MADISON HEIGHTS
28277 Dequindre
545-1700
• HELP • HELP • HELP •

Need Right Hand !!!
Looking for right person to help run a small, but National Mail & Phone Order business. Basic SECRETARIAL SKILLS required. Call of Gab & Natural Love of Selling - definite Plus.
SALARY — For full particulars call Angie Crews, 557-7050.

INSURANCE AGENCY looking for policy typist. Insurance experience helpful but not necessary. Part Time Hours, 9am-4pm, Mon. Wed., Fri.
Farmington Hills. 855-2600

INSURANCE AGENCY in Southfield needs gal with some insurance experience interested learning in the Person Lines department. Must be good typist. Good opportunity for an aggressive person. Call & ask for Elizabeth Kruger at 424-5000

INSURANCE AGENCY
In Birmingham needs girl full time experience in Home Owners & Auto rating & underwriting. Salary open. Call Mary, 646-6657 or Evenings 681-0251

INSURANCE AGENCY in 17 years property and casualty experience required. Full time. Salary Apply at Professional Insurance Associates, 3028 S. Wayne Rd., Wayne. 722-3550

LEGAL SECRETARY
For small Birmingham office. Experience required. 964-7777

LEGAL SECRETARY for expanding Southfield firm. Some experience necessary, shorthand preferred, benefits, salary open. 354-1141

LEGAL SECRETARY with 4 to 5 years experience desired for growing Birmingham law firm dealing in corporate & real estate law. 644-4434

LEGAL SECRETARY
Experience necessary
Southfield Firm
424-8000

LEGAL SECRETARY & Gal Friday. Birmingham lawyer with real estate work with college education & desire to be a lawyer or paralegal. 645-0750

LEGAL SECRETARY
for Southfield office. Shorthand and experience required. Sal