500 Help Wanted

Manufacturing Professional
TO $40,000.

BSME or IE with 10 years experience in metal working/mechanical assembly + background in facilities mechanization/automation. Area - Pennsylvania. Send resume in complete confidence to:
Sanford Rose Associates
906 South Main St.
Plymouth, MI. 48170

management

BRANCH MANAGEMENT
Industrial Food Service

Excellent career growth opportunity for a "take charge"individual to assume full control of profit and loss responsibilities, quality control, annual budget forecasting, employee training and reviews for metropolitan Detroit area facility.

Position requires 2-3 years of INDISTRIAL FOOD SERVICE EXPERIENCE and 2-4 years management experience. Degree in Hotel/Restaurant Management is desired, but not mandatory.

An excellent salary and benefits package accompanies this position. Forward resume and salary requirements in strict confidence to:

Ms. B. Morgan

PROPHET FOODS
26111 Evergreen, Suite 222
Southfield, MI. 48075
An Equal Opportunity Employer

MANAGEMENT COUPLE
for suburban apt. complex. Husband may work outside. Experience if possible, but will train.
357-1212

MANAGEMENT TRAINEE
Company seeks self-starting individuals with good math and communication skills. Background in self-service gasoline retailing or marketing is beneficial. Company benefits. Apply at: Consolidated Stations, 37418 W. 7 Mile Rd., Livonia. No phone calls please
Equal Opportunity Employer M/F/H

MANAGER for ladies' clothing and accessory store. Must have confidence in retail management. Must be able to train in Flint. For appointment call
232-3330

MANICURIST WANTED, some experience.
851-5191

ON THE JOB TRAINING
No experience necessary, will train.

NATIONAL COMPANY
Needs warehouse and delivery help. All the overtime you can handle. Must be 18 or over and have valid Michigan operator's license.
For interview, call Mr. Sims. 425-2550

PART TIME JANITORIAL
Mature persons. Floor care experience. 12 hours per week, Livonia area. Call:
341-0109

PERSON to clean apartments and hallways, full time, Monday thru Friday. Person preferred. Sterling Heights area.
264-4220

PHARMACY ASSISTANT, part time, experienced. Pleasant surroundings. Apply in person only. Garden City Medical Center Prescriptions, 6035 Middlebelt, Garden City.

PHARMACY TECHNICIAN - or intern, part time, drug store experience preferred. Gratiots Drugs. 15600 W. 10 Mile corner Greenfield
557-3400

PHONE ROOM SUPERVISOR
Experienced preferred
Top wages, bonus & benefits to qualified person
Call K. Wertman
For appointment/interview
552-9200

GENERAL DEVELOPMENT CORPORATION

502 Help Wanted Dental-Medical

STAFF NURSES
RNS & LPNS
Afternoon and midnight shift. Excellent benefits with competitive wages.
Apply in person.
CAMELOT HALL CONVALESCENT CENTER
35100 Ann Arbor Trail, Livonia
you can count on us!

RNs - LPNs

VARIETY & CHALLENGE
We're a 600-bed hospital and medical center which believes in personalized patient care through dedicated personnel. We currently have the following openings:

REGISTERED NURSES
- **I.C.U.** Afternoons & Midnights, Full-Part Time
- **N.I.C.U.** Afternoons -Midnights, Full-Part Time
- **IV Therapy** Part Time, Midnights
- **Adolescent Peds** Afternoons, Part Time. Midnights, Full-Part Time.
- **Peds** Midnights, Full-Part Time
- **Kidney** Nephrology Unit Afternoons-Midnights, Full-Part Time. Assistant Head Nurse, Afternoons, Full Time.
- **Med/Surg** Afternoon-Midnights, Full-Part Time. Days, Part Time.
- **PAR Midnights** Full-Part Time.

LICENSED PRACTICAL NURSES
- **Medical/Surgical** Midnights-Afternoons - Full-Part Time
- **Adolescent Peds** Afternoons Full-Part Time.

There are also openings for RNs and LPNs on a contingency basis - all shifts.
Contact: Rose Seals, Nursing Office 927-7030
MT. CARMEL MERCY HOSPITAL
6071 West Outer Drive
Detroit, MI 48235
An Equal Opportunity Employer M/F

500 Help Wanted

PLUMBING, HEATING & REFRIGERATION INSPECTOR V

GENERAL DESCRIPTION: Inspects plumbing, heating, and refrigeration installations and performs related work.
EDUCATION: graduation from High School or equivalent.
EXPERIENCE: 5 years of experience as a licensed Journeyman Plumber.
SALARY RANGE: $17,800 to $18,800.

Complete job description and application may be secured at:

REDFORD TWP. CIVIL SERVICE
15145 Beech Daly Rd.
Redford, Michigan, 48239
Equal Opportunity Employer M/F/H

PHARMACY TECHNICIAN
for professional pharmacy, no nights or Sundays. Computer. Benefits.
616-8733

PORTER
Part time, weekends only, 16 hours. Apply in person Mon. - Fri. 1-5pm. Quality Inn, 36655 Plymouth Rd., Livonia.

PRESSER For John's Cleaners, Livonia. Steady Job, must have experience. Wools, silks. Call
477-4840

PRIVATE all-grades Senior High School needs substitute teachers who have secondary certification in the following fields: Business, Math, Science (Chemistry, Physics and Biology), English, Spanish, Home Economics, Social Studies and Physical Education. Please call,
591-1544,45

PRODUCTION SCHEDULER
Manufacturer of steel doors and frames requires a person experienced in manual production scheduling systems to schedule total plant production through all operations at its Warren, Mich. plant. Send resume, letter or call: Mr. West, 719-2100, Copco Door Company, 23500 Sherwood, Warren, Mich. 48090
An Equal Opportunity Employer

PROGRAM AIDE over 21 for mentally impaired in home atmosphere, weekend overnights & days. West Bloomfield
681-0182

PROGRAM AIDES. Adult foster care. Males/females/homemakers welcome. Training provided. Full/part time. Flexible scheduling. Call 10am-3pm only, Mon thru Fri.
478-5089

PROJECT MANAGEMENT POSITION
Mechanical Engineer with Michigan registration for challenging position in consulting engineering firm engaged in process & packaging design for food & beverage industry.
478-5605

Purchasing Professional
TO $40,000.
Must have significant purchasing management experience & in-depth technical exposure with metalworking firms. Supervise 6 technical buyers & clerical staff. Prefer BSME, S.E. USA location. Send resume in complete confidence to:
Sanford Rose Associates
906 South Main St.
Plymouth, MI. 48170

Quality Control Supervisor
for metal stamping company. Must be experienced with Federal Government Mil. Specs. Knowledge of current standards. Send resume to Box 810, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

RENTAL AGENT
Opening with large organization for rentals of suburban apartment complex. Great opportunity for sales oriented individual who enjoys meeting people. Salary plus fringe benefits. Call after 4 PM.
355-2424

502 Help Wanted Dental-Medical

STAFF NURSES
RNS & LPNS
Afternoon and midnight shift. Excellent benefits with competitive wages.
Apply in person.
CAMELOT HALL CONVALESCENT CENTER
35100 Ann Arbor Trail, Livonia

500 Help Wanted

RESTAURANT CAREER - $10,000 to $14,000, restaurant and/or management experience or Bachelors Degree. Ray Green Personnel
598-1428

RETIREE
Cleaning and some stock handling for retail stores at Westland and Twelve Oaks Mall locations. Permanent part time position. 5 days. 9 AM. - 12 Noon. Call for interview. 358-3933.

SALESLADIES
full & part time for Vars & Nor-Vista departments. Experienced preferred. Openings in Southfield, Rochester, Oak Park & Lincoln Park.
541-1150

SALES LADY
SALES LADY
Mature and conscientious for Glenn's Hallmark Store, Northland Center.

SEAMSTRESS WANTED
Call between 8-4 P.M.
616-1221

SEAMTRESS/FITTER
Temporary, only person experienced in bridal wear need apply. 7 Mile - Merriman Rd.
478-7570

SECURITY GUARD- Night shift. Prefer middle age person or retiree. Good working conditions, & fringe benefits. Farmington Hills area. 476-8000, ext. 31

SELF STARTERS
have an excellent headstart to be successful in Real Estate. that plus our training programs comes out to a successful professional career in Real Estate. for details call John Healy.
642-8100
Century 21 Piety Hill, Inc.
Birmingham

SERVICE TECHNICIAN
D & G Heating & Cooling Company is seeking an experienced service technician with background in heating, cooling & heat pump repair. Salary open, depends on experience. Blue Cross, uniforms, profit sharing. Please call for appointment.
348-6000

SHAMPOO GIRL for Livonia salon, must be licensed, guaranteed wage.
478-8180

SHARP GAL
Needed as show room representative for leading furniture rental company at our Royal Oak location. Ability to meet the public is a must. Basic office skills and own transportation required. Sales experience a definite plus. If you're looking for a versatile position, call for an appointment between 11AM-5PM.
288-5700

SHIPPING/RECEIVING CLERK
We are seeking an individual with one year experience in shipping and receiving or stock handling. A good driving record is required. If qualified, contact Sue Cobait, Florists Transworld Delivery Association, 355-9300, ext.253.

SOUTHFIELD PUBLIC Schools Community Education Program is seeking a Team Leader for 4-6 program supervision from 3pm-11pm, 5 evenings per week. Please send resume to the attention of Dr. Elliot Burns, Supervisor, Brace/Lederle Education Center, 18575 W. 9 Mile Rd., Southfield, 48075.

STOCK BOY
Full time, excellent salary and benefits, Birmingham area.
647-4900

STOCK BOY
Full/part time, excellent salary and benefits, Birmingham area
647-4900

Stock Room Manager
Forest City, one of Michigan's largest home improvement centers, is seeking a mature, energetic individual experienced in receiving and handling lumber and related building materials. Salary commensurate with experience. Excellent working conditions and fringe benefits. Please apply in person:
FOREST CITY
13507 Middlebelt, Livonia
An Equal Opportunity Employer

SUBSTITUTE CAFETERIA HELPERS To work in school kitchens that service Northville Public Schools and mentally retarded students with buildings located in Livonia, Garden City, and Northville. TB test required. $3.10 per hour. Apply in Northville Public Schools, 501 W. Main St., Northville, Michigan.

SURFACE GRINDER for precision gage work, only topnotch man looking for challenging work need apply. Top wages, air conditioning, pension, hospital, holidays and more. True Grit Enterprises, 12747 Stout, Detroit, corner of Glendale between Burt Rd. & Evergreen.
535-3722

Surface Grinder • Boring Mill Operator Mill Hand
Must have 5 years experience. All benefits. Westland Area.
CALL 729-5700

WANTED - School Bus Drivers. Apply, 383 South Livernois, Rochester, Community Schools Transportation Dept.
651-6042

WANT TO be your own boss? Farmer's Insurance Group has agent trainee positions available in this area. Training will not interfere with your present employment. Excellent income potential. Call Linda H.,
559-1652

WAREHOUSE MAN-HELPER
Applications being taken Mon. Thru Fri. between 8:30am-11am. Johnson Towels, 731 E. Saratoga, Ferndale, Mich.

WOMENS specialty shop in Royal Oak. We are seeking an experienced individual with a background in women ready to wear. Good starting salary, bonus program and company benefits. Call Ms. Miller.
543-0927

YOUNG MAN to learn plastic laminate work. Minimum wage. Livonia area. Call between 8-12.
437-0350

4 - SLIDE SET UP
Experienced only, full health insurance, disability insurance, life insurance, pension plan, 11 paid holidays. Good vacation. Top rate $8.09 per hr. Apply 8:30 - 4:30 or by mail.
BANNER SPRING & 4-SLIDE CO.
9561 Inkster Rd. Taylor, MI.48180
An Equal Opportunity Employer

500 Help Wanted

TEACHERS AIDE
Training available. New Morning School, K - 8. Parent Co-op. Plymouth Twp. resident preferred, unemployed, low income person.
252-0760

TELLER POSITIONS
PART TIME
Competitive salary, pleasant working conditions. Apply in person at:
MANUFACTURERS BANK
OF SOUTHFIELD
29201 Telegraph At 12 Mile
Southfield, Michigan
Fri., Oct.3 ONLY, 9-11 AM
Equal Opportunity Employer M/F/H

TELLERS
Light Typing & good figure aptitude required. Experience as a Cashier helpful. 2 weeks Teller training in Troy. Positions in Birmingham & Troy Areas.
Apply: 8:30 AM-3:30 PM Mon. thru Fri. Standard Federal Savings, 4th floor, Personnel Dept., 2401 W. Big Beaver, Troy.
No Telephone Calls Please
Equal Opportunity Employer M/F

TOOL AND DIE MAKERS
FULL TIME, PART TIME
The Bathey Manufacturing Company is a newly organized firm which is the nation's largest producer of wire mesh material handling containers. We are seeking individuals with at least 4 to 5 years experience for full time, day shift positions which offer an excellent starting pay and a benefit package that includes profit sharing.
We also have openings for experienced Tool and Die makers to work on a part time basis. These positions offer excellent pay and daytime hours. This would be a good opportunity for retirees who are interested in earning extra income.
Qualified candidates please apply in person between 8:30-11:30AM or 1:30-4:30 PM
Employment Office
100 South Mill
Plymouth, Mich.
Equal Opportunity Employer M/F

TRANSCRIPTIONIST - Medical secretaries, part-time or full time, adults or teens, good work ethic needed. Earnings available up to $7 hour. Apply in person to Tom Heap, 32500 W. 8 Mile, Farmington.

TRAVEL AGENT
Experienced only. Apollo preferred. Top pay and benefits. Town Center, Southfield.
352-1044

TRAVEL AGENT, full time, northwest suburban agency. International experience preferred. Salary commensurate with experience.
352-4872

TRAVEL AGENT(S), experienced in commercial, international and/or group sales needed for new agency in West Bloomfield. Salary training helpful, not essential. Salary commensurate with following and experience. All replies confidential. Send resume to: Travel Agency, P. O. Box 08063, Detroit, Mich., 48208.

TRUCK DRIVER - Semi, Diesel, over the road, & local, experienced. On call assignments. $6 hourly plus road incentive. Accident & Violation free.
Detroit,
591-7170

TYPESETTER-KEYLINER Part time or full time. Mergenthaler photo typesetter. Experience preferred, camera experience helpful. By appointment.
478-0638

VETERINARY CLINIC seeks mature person to share duties, some more, kennels & evenings. Southwest Livonia. Reply to box 773 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

WATCHMAN
SAKS FIFTH AVENUE has a part time position available in security personnel. Approximately 28 hours per week. Individual must be mature, flexible and dependable. Ideal for retired or semi retired person. Apply in person.
Personnel
SAKS FIFTH AVENUE
SOMERSET MALL
TROY
An Equal Opportunity Employer

502 Help Wanted Dental-Medical

TAX CLERK
Part-time position, October to March. Typewriter with good figure aptitude. Knowledge of public contacts required. Apply before Oct. 10th. Canton Township,
1150 S. Canton Center Rd., Canton.

WE WOULD like to meet You if You are interested in a permanent, full time position as a Chairside Dental Assistant. Experience in a-handed Dentistry desirable. Benefits include Health Insurance & Profit Sharing. Salary Open. Send Resume to Box 806, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

R.N. Director of Nursing for Royal Oak Nursing Home (100 bed). Leadership qualities & knowledge of current Nursing Practices - a Must. Call between 9AM-4PM. Mon. thru Fri., for interview appointment.
545-0571

R.N.'S
EARN A TRIP TO TORONTO
Temporary Health Care Services will send you to one of North America's most exciting Cities for a weekend! Full & Part Time positions available. Call Us Today & Come Aboard.
TEMPORARY HEALTH CARE SERVICES
835-5400 DETROIT
647-0070 SOUTHFIELD

A CLINICAL DIRECTOR $24K
Masters in Nursing, 5 years Old Age experience. Call Peg by employer. Med. Dry. Employment Center
569-1844

AIDE - Light Housekeeping. Live-in. 1 person, 4 days, 1 for 3 days. To assist stroke patient with Occupational Therapy assistance. Pleasant personality and complete references required. Call Linda H.,
569-5555

BACTERIOLOGY ASSISTANT
Part time evenings
Culture processing
Southfield location
557-0080

BLOOD DRAWER, part-time, early morning, experience preferred. For Nort. West Bloomfield, Livonia area. Call 588-6880 between 10 AM and 3 PM.

CHAIRSIDE DENTAL ASSISTANT for progressive, friendly group practice in Westland-Livonia area. Attributes personable, mature individual desired, preferably with some experience. Please call only between 9am-12noon.
425-3578

502 Help Wanted Dental-Medical

WE NEED
Nurse Aides & Orderlies
If you are interested in work in the health care field, why not consider our facilities. If you are 18 years of age, we will pay $3.10 per hour, plus a premium pay of $2 per shift for weekends. Benefits include sick pay and vacation pay.
IMMEDIATE OPENINGS
ON ALL SHIFTS
Please apply in person on weekdays between 10 AM. & 4 PM., and see Camelot for yourself.
CAMELOT HALL
CONVALESCENT CENTER
35100 Ann Arbor Trail
Livonia

COORDINATORS NEEDED
Part Time Weekends. If you enjoy talking to people on the phone & feel you can speak with professionals in an organized & competent manner & coordinate their activities Call Mrs. Clark.
835-5400
Northland Area

DENTAL ASSISTANT, Full time for dental office in Detroit, must be either graduate from a certified Dental Assistant Program or have at least 2 years experience
471-3144

DENTAL ASSISTANT, 3 Mile-Levan area, 4 days/week. Big Brother, Brother will require knowledge in all phases of assisting. Experience preferred, but dependable energetic individual.
464-8180

DENTAL ASSISTANT for growing Farmington area office. Experienced preferred, must be able to take FMX. Waterford area. Send resume to box 768, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

DENTAL ASSISTANT part time, experience necessary, 5 days per week. Farmington Hills.
474-2280

DENTAL ASSISTANT, Experienced, reliable, pleasant, full time, salary open. Livonia - Farmington area.
476-6200

DENTAL ASSISTANT-Receptionist. Experienced. Farmington area. 4 day week. Reply to Box 796 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

DENTAL ASSISTANT
Experienced for Southfield dental office. Full time.
557-2040

DENTAL ASSISTANT. Surgical specially office requires competent, aggressive person with some chairside experience. Full time. Farmington.
553-3052

DENTAL ASSISTANT. Full-time. Oral Surgery Office, Farmington area. Must have dental background or previous experience. Good benefits.
Call between 9-5PM.
647-7336

DENTAL ASST
Full Time needed. Experience required. W. Bloomfield
626-6600

DENTAL CLERK TYPIST - Novi. Refer to Clerical Classification 534, Providence Hospital.

DENTAL HYGIENIST. Lively office needs personable hygenist for Tuesdays and alternate Saturdays in Plymouth-Livonia area. 420-2040
626-1494

DENTAL HYGIENIST. A-1. Redford/Dearborn this area. 2 days plus some Saturday AM.
937-1520

DENTAL OPPORTUNITY - for experienced Dental Assistant. Pleasant Avon Twp. area. Knowledge of 4/6 handed chairside techniques and office procedures. Full time, no evenings or weekends.
852-3130

DENTAL RECEPTIONIST - Experienced in all insurances. Appointment scheduling, pegboard, pleasant personality.
453-2060

DENTAL RECEPTIONIST Assistant for Birmingham specialty practice. Dental experience necessary, excellent benefit program, salary & advancement open.
647-2020

DENTAL RECEPTIONIST, neat, personable individual experienced in scheduling insurance forms and all facets of patient relations. Lake Orion area. Please send resume to Box 814, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150
, or call Tues., or Thurs. 9AM-1PM
852-2194

DENTAL RECEPTIONIST
Experienced, responsible person for busy W. Dearborn office. Fringe benefits.
563-3600

DR'S OFFICE. Experience preferred. Plymouth, Middlebelt area. 4 day - 40 hours includes 2 evenings & Sat. AM. General office duties include cleaning. Paid blue Cross & pension plan. Salary $3-4, per hour? Phone Pat 453-6477

EKG TECHNICIAN, part time, vena puncture skills helpful. Call between 11am-11am. Southfield.
557-3561

EXPERIENCED help needed in busy Dr's office, full time, peg board knowledge & all types of insurances required.
478-1100

FRONT DESK ASSISTANT
Experienced in Optical field required. Full time positions available in Westland & Madison Heights areas. Call
261-8914

FULL TIME - medical front office person, to grow with new practice in Southfield. Knowledge of billing procedures, peg board bookkeeping experience, typing and transcription, appointment scheduling. Pleasant personality and kind disposition a must. Send resume and references to 17230 W. 12 Mile Rd. Suite 107, Southfield, Mi. 48076

FULL-TIME POSITION
• HAIRSIDE •
D-esire a more challenging position?
S-energy & Enthusiasm
H-eat & attractive appearance
T-eam Concept used treating patients
T-reatment Office surroundings
L-ivonia area

A-dept in 4-handed, Crown & Bridge
S-tarting Salary Open
S-uper Benefits
I-nteresting & diversified duties
D-ental Assistant definite Plus
E-xcellent opportunity for the right girl
A-friendly staff of co-workers
N-eed your help to assist patients.
T-elephone us for an interview!

• 525-7616 •

GERONTOLOGICAL NURSING
Nursing Home Staffing Offer:
Independent practice utilization of medical, surgical and psychiatric skills.
Paid vacation, sick days, holidays and health insurance.
RN's, $8.85 Hr., LPN's, $6.35 Hr.
Full & part-time positions available.
KITH HAVEN, YPSILANTI
Betty B. Kemsley, RN,
Director of Nursing
313-483-8125

Handicapped Child Care
WAYNE & S. OAKLAND COUNTY

If you have 6 months or more experience with mentally handicapped, retarded or autistic children Community Health Care Services can use you for a special care program. Full or part time. This is NOT a baby sitting job. References required.
Call Miss Weber,
835-5543

INSURANCE Biller, part time for doctor office in Bloomfield Hills. 642-8109

INSURANCE SECRETARY for dental office. Livonia, full or part time. Salary based on experience. Reply to box 834, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

JEWISH HOME FOR AGED
SOUTHFIELD

RN - PART TIME - DAY SHIFT
$8.50 hour, $53 daily, pro-rated vacation, holidays, sick days.

LPN - PART TIMEDOWN SHIFT
$5.75 hour, $46 daily, 3 weeks paid vacation and other liberal benefits. Call Jan Young, RN, 9 AM. to 3 PM., Mon. thru Fri.
352-3334

OPHTHALMOLOGISTS Office in Southfield needs mature receptionist full time. Typing, pegboard, Medicare, Blue Shield, Medical experience preferred. Reply to Box 894 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

502 Help Wanted Dental-Medical

LPN - Experienced in Doctor's Office or Clinic. Apply in person, between 10AM & 4PM, at: Westland Medical Center, 32341 W. 8 Mile Rd.

LPN FOR New supervised residential care facility, opening in Farmington Hills. Full charge of medical dept. Call
266-3260

LPN or MA. Full-time for busy N.W. Detroit Doctors' Clinic. Must know Venepuncture, EKG, Injection. Call Nancy,
477-3504

L.P.N. ALL SHIFTS
Full or part time. Good salary. Hospital benefits. Modern nursing home. See Mrs Ferguson
NORTHFIELD HILLS WEST
8345 Newburgh Rd.
Westland, near Joy Rd.
An Equal Opportunity Employer

MATURE WOMAN for recreational duties in doctors office. Must type & have pleasant telephone manner. Full time afternoons, Livonia area.
427-9222

MEDICAL ASSISTANT (Part-time) for busy Farmington OYO. Office experienced preferred.
643-7775

MEDICAL ASSISTANT for Troy physician. Must know EKG, full or part time, call after noons
855-1350

MEDICAL ASSISTANT- for doctors office. Farmington area. Medical Experience necessary.
476-4198

MEDICAL ASSISTANT, full time, for Livonia Internist's office. Pleasant telephone manner and pegboard experience. References required. Reply to Box 838, Observer & Eccentric News-papers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

MEDICAL Receptionist. Busy Plymouth Surgeon's office, mature, experienced, knowledge of insurance billing, 3 days, 453-5330.

MEDICAL RECEPTIONIST - Busy pediatric office, part time, flexible hours. Experience helpful. 13 Mile & Evergreen area.
352-1871

MEDICAL RECEPTIONIST for Psychiatrist office. Mature, knowledge helpful in insurance billing. Send resume to: Dr. Clair, 32050 Ford Rd., Suite B, Dearborn Heights, Mi. 48127.

MEDICAL RECEPTIONIST
For Southfield office. Apply in person to Tom Heap, 32500 W. 8 Mile, Farmington.

MEDICAL RECEPTIONIST
Suburban doctor will appreciate your experience and knowledge of insurance forms. Varied duties include typing and patient contact. Call Maryellen today.
353-2090
SNELLING & SNELLING
PERSONNEL

MEDICAL TRANSCRIPTIONIST For 1 girl office, insurance, billing, etc. Southfield Hills area.
557-4550

MEDICAL TYPIST with transcription experience for new physical medicine office in Madison Hts., excellent starting salary. Send resume to: Box 750, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

MT. HEMO SUPERVISOR, experienced only, midnight position, Southfield lab
353-1452

NURSE AIDES
Full time, part time or Weekends only. Will train. Good benefits. Modern nursing home. See Ms. Wallace.
NIGHTINGALE WEST
8345 Newburgh Rd.
Westland, near Joy Rd.
An Equal Opportunity Employer

NURSE AIDES
3 to 11:30 PM. shift & 11 to 7:30 AM. shift. Apply in person only.
FRANKLIN MANOR
CONVALESCENT CENTER
26900 Franklin Rd., Southfield

OPPORTUNITY for woman interested in receiving the job market. Progressive dental office located in Dearborn Heights area needs friendly, organized person for front desk who not only likes people, but can do accurate detail work. Mon., Wed., Thurs., & Sat. Ask for Ann
271-6150

OPTOMETRIC ASSISTANT
Career opportunity - Full time. Experienced preferred but will train motivated party. Professional surroundings. fringe benefits
474-5125

ORTHODONTIC ASSISTANT
Experienced orthodontic assistant to work for Livonia orthodontist, full or part time. All fringes.
425-2250

PART TIME Chairside Dental Assistant, possibility full time in future or remaining part time. Mon., Wed., and some Saturdays. Experience not necessary, but must be responsible and accountable. Call
646-9245

PART TIME Days, receptionist in doctors office, general office work. Southfield area. Reply to Box 766, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

PROGRESSIVE DENTAL office located in Dearborn Hts area, needs assistant experienced in 4 handed dentistry. For Mon Wed. Thurs & Fri. Ask for Ann
271-6150

RECEPTIONIST
Ophthalmologist's office - experience desirable, not necessary. Must be pleasant and eager to learn. Salary commensurate with ability, excellent fringe benefits. Reply to Box 810, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

REGISTERED NURSE for internist office in Birmingham. 4½ day week, no nights or weekends. Salary open.
644-4900

RNS and LPNS
Full and part time. Flexible scheduling. Excellent benefits.
Farmington
Nursing Home
30405 Folsom, Farmington
477-7400

RNS and LPNS
Full time and part time
PM shift for a 50 bed private psychiatric hospital. Apply
- Ardmore Acres Hospital
19810 Farmington, Livonia
474-3500

RN'S, LPN'S
ALL SHIFTS
Apply in person
MEDICO'S
RECOVERY CARE CENTER
22355 W. 9 Mile Rd.
3 blks. W. of Laheer

RNS /LPNS
Extended care facility has available one opening, full time or part time midnights. Call Mrs Mayville, RN
Mrs Harding, RN,
358-6400

RNS & LPNS
Needed for full time afternoons & 4pm - 5pm positions available. Call
478-6550. Dorvin Convalescent Center, 22270 Merkurl, Livonia, one block so. of 8 Mile on Middlebelt.

RNS - LPN'S
Part or full time, days or afternoons
Sherwood Hall Convalescent Home,
Royal Oak
288-6410

SOUTHFIELD DOCTORS office. Mature receptionist/typist experience desired. Send typed resume to P.O. Box 2181 Farmington Hills, MI. 48018.

502 Help Wanted Dental-Medical

RN'S, LPN'S
Positions available on all shifts, either full or part time, in modern skilled nursing facility located in Redford Twp. Revised pay scale and good benefits. Good orientation offered in Geriatric Nursing. Contact Nursing Director between 9AM-3PM, at:
CAMBRIDGE NURSING HOME, W.
18633 BEECH DALY
255-1010
An Equal Opportunity Employer

RNS or LPNS
Full & Part Time
Afternoon & Midnight Shift
WILLIAMSBURG
Convalescent Center
21017 Middlebelt, Farm.
476-8300
X-RAY TECH for E.N.T. Office. Must be experienced with Franklin head shot. 3-4 days weekly. Farmington Hills location. Amy,
478-8618

504 Help Wanted Office-Clerical

GENERAL OFFICE
Type 35 w.p.m. Call Personnel Manager, 10am-3pm at 358-3437.
TUNNEL BAR-B-Q
29161 Northwestern Hwy.
near 12 Mile
Southfield

GENERAL OFFICE
Applicant must possess aptitude for figures and ability to type 45 - 50 WPM. Office experience helpful but not essential. For further information contact Personnel Dept.
Alexander Hamilton Life Insurance Co. Of America
552-4000
12 MILE & FARMINGTON RD.

HOWDY DO
Suburban firm looking for you. Typing, dictaphone, and phones. $180 week starting, fee paid. Call now!
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ACCOUNTANT-BOOKKEEPER
A small progressive Southfield firm needs an accountant with good working skills and a mature, progressive attitude. Opportunity for executive advancement also corporate paid education. Salary $20,000. range.
Call
557-4550

ACCOUNTING -
Accounts Receivable, Inventory Control & Collection background preferred. Must be experienced with On-Line Entry Systems. Salary commensurate with experience & ability. Send Resume to Personnel, P.O. Box 6000, Franklin, MI. 48025.

ACCOUNTING CLERICAL
United Stationers, a major wholesaler of office products, has an immediate opening for an accounting clerical. The successful applicant will possess a minimum of 1 year accounting experience & be familiar with clerical procedures involving accounts receivable, accounts payable & billing. Additional experience in accounts payable a plus. This position offers a good starting salary & a full range of benefits, plus a full company benefit. Interested applicants should apply in Personnel at 29444 Lyndon, Livonia, Michigan. Personnel at
425-4000
An Equal Opportunity Employer

ACCOUNTING DEPT.
Intelligent person needed to prepare, reports, type, do some statistical work. Experience necessary. Full time position. Call for appointment.
567-2100.

PEOPLE'S FEDERAL
SAVINGS
400 RENAISSANCE CENTER.
DETROIT,MICH.
An Equal Opportunity Employer

ACCOUNTS PAYABLE and general office person. Full time position in tool shop. Must be experienced, reliable. Fenkell/Telegraph area.
532-0774

ACCOUNTS PAYABLE CLERK
Southfield location is seeking experienced Accounts Payable Clerk. Experience in Keypunch & Keypunch or EDP helpful. Send resume to P. O. Box 405, Southfield, Mich. 48076. Attention T. Maynard.

ACCOUNTS PAYABLE CLERK
Experience required. Enjoy interesting and challenging position with growing company. Pleasant working conditions. With Blue Cross and Dental. Send Resume in Town Center Bldg. in Southfield. Call 855-1191 for interview.

AD AGENCY SECRETARY
Experience necessary. Will be involved in all areas of advertising. Pontiac area.
373-1880

ADMINISTRATIVE SECRETARY
For Private School. Southfield area. Excellent secretarial & reception skills. Ask for Margaretta.
358-0090

AMERICAN CENTER-Southfield.
Legal Secretary with IBM system 6 skills. Salary commensurate with ability.
333-5050

AN EXCELLENT opportunity for a administrative assistant with secretarial skills is needed. Knowledge of current events and interest in the arts will be a major consideration. Reply to box 832, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

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We need your skills to work in the Livonia, Farmington, Southfield and Dearborn areas. These temporary jobs provide an excellent way to improve your references. Work long or short term assignments. Apply now.
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Livonia-17322 Farmington Rd.
(In Bretton Executive Park)
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Southfield-16415 W. 8 Mile
272-8500
Dearborn-23400 Michigan Ave.
Suite 420, Village Plaza
565-3500

BIRMINGHAM AREA LAW OFFICE seeks experienced legal secretary who would enjoy being a member of the staff of a busy 4 lawyer general practice firm. Call Donna for an appointment at
645-9900

BOOKKEEPER &
ADMINISTRATIVE ASS'T
for new Farmington Hills furniture store. Must be experienced and able to assume full responsibility of office procedures. Exciting opportunity for someone who likes to work and is willing to learn the furniture business. Training will be in Troy. Submit resume to:
GLOBE INTERIOR RENTALS
1100 E. Maple Rd. Troy, Mi 48084
Att: Patti Lance

BOOKKEEPER/ASSISTANT
Retail store desires experienced assistant bookkeeper, full time, W. Bloomfield area.
559-7870

504 Help Wanted Office-Clerical

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For work in fall call
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For appt. call;
LIVONIA. 478-1130
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AUTO DEALERSHIP
Need person with dealership experience in accounts payable and bookkeeping. Contact Lottie Smith,
LOU LaRICHE CHEVROLET
Plymouth Rd - Just West of I-275
453-4600

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We have temporary positions close to home. Call for appointment.
SUBURBAN
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Rochester 651-1500
Farmington 477-9840

BOOKKEEPER for construction company in Southfield. Call Mr. Allen.
559-0262

BOOKKEEPER
Must be experienced. Apply in person Detroit City Dairy, 15004 Third St. Highland Park.

BOOKKEEPER - Part time. 5 years experience in Property & Casualty insurance required. Southfield area.
424-9181

BOOKKEEPER
Part time permanent for Southfield ad agency. Experienced. Stimulating, attractive environment. Send resume to Pinewood Plaza, o/Route 441, 22315 Greenfield, Southfield, Mi 48075

BOOKKEEPER
Part time. Full time 30 to 35 hours, ask for Sue. Bloomfield Hills.
334-8000

BOOKKEEPER-SECRETARY
Experience necessary in Payroll Returns. Client Write-up. General Accounting & secretarial duties. Apply at Park Accounting office. Call 9-5PM.
968-4880. or even... 355-1900

BOOKKEEPER-SEC'Y
Small firm needs competent Bookkeeper-Secretary who can organize multiple responsibilities & work effectively & efficiently. Must use IBM Executive (proportional space) typewriter & possess excellent skills in typing, grammar & punctuation, as well as bookkeeping techniques. Good starting salary with excellent potential for a professional. Reply to Box 830, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

BOOKKEEPER/Secretary for proper. Fly management. Southfield area. Individual must be skilled in typing and will train. Good benefits. Modern nursing home. See Ms. Wallace.
NIGHTINGALE WEST
8345 Newburgh Rd.
Westland, near Joy Rd.
An Equal Opportunity Employer

BOOKKEEPER
Your pleasant personality and experience are needed in this friendly suburban office. Full time position, salary, $13,400. Call Mary Ellen now for an appointment.
353-2090
SNELLING & SNELLING
PERSONNEL

BOOKKEEPER. Birmingham Athletic Club is accepting applications for bookkeeper. Immediate opening. Call for details.
646-5656

CAREER ORIENTED INDIVIDUAL
Needed for full time employment. Must be analytical, possess an aptitude for figures, detail minded. Good typing & phone skills. At least 3 - 5 years, full time recent experience. Excellent salary & benefits. Apply in person:
Allstand Assoc., Inc., 12119 Levan, Livonia.

CASHIER, FULL-TIME - $9000
Plymouth Brokerage firm looking for competent, well organized individual to assume duties of Cashier. Typing a Must. Brokerage experience helpful but not necessary. Send resume, or job qualifications to: L. Cummins, P.O. Box 429, Plymouth, Mi. 48170.

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