504 Help Wanted Office-Clerical

Legal Secretaries

Highly respected established agency serving the legal community in the tri-county area, for over 15 years, has openings for Legal Secretaries for immediate placement, both permanent and temporary. Fee paid by employer.
HILLSTROM & ROSS
626-8188

Legal Secretaries

Joanne Mansfield is a specialist in finding the best position for you in the legal field. These positions include legal secretaries, para-professionals, and law office management personnel.

Permanent, part time and temporary positions available for experienced legal personnel in the greater metropolitan area.

Invest in your future by contacting Joanne, the legal placement professional today. All fees company paid.
MANSFIELD & ASSOCIATES, INC
900 Tower Drive - 8th Floor
Troy, Mi. 48084
(313) 879-8832
Subsidiary of Laser Personnel Inc.

LEGAL SECRETARY For busy Southfield Law firm. Must have 2 years Legal experience. Shorthand preferred. Salary commensurate with experience. Call: 5594210

LEGAL SECRETARY with good typing (80wpm) & shorthand. Hours flexible, downtown. Days 538-7050 or Eves. 647-3733

LEGAL SECRETARY - Opportunity for experienced legal secretary for established lawfirm opening new offices in Bloomfield Hills. Real estate & litigation experience preferred. Excellent typing & shorthand skills required. Salary open excellent fringe benefit package. Qualified applicants only. Call Gloria. 644-5100

LEGAL SECRETARY Experienced in personal injury and worker's compensation. Must be take charge person with experience in total office management. Must have ability to relate with clients on personal basis. Excellent opportunity for one with sense of responsibility & proprietorship. Pleasant Town Center, Southfield 358-4103

LEGAL SECRETARY
Use your skills at this fine company, handling a variety of duties. Excellent location. No shorthand necessary. Call Sandy.
353-2090
SNELLING & SNELLING PERSONNEL

LEGAL SECRETARY, experienced, for medium size Southfield Law Firm, Mag card preferred but will train. 353-1611

LEGAL SECRETARY for downtown office. Experienced or will train individual with neat appearance and good typing 963-7755

LEGAL SECRETARIES
When thought turns to finding yourself a new position, contact Personnel at Law. Whether you seek a small, medium or large practice located in Detroit, Southfield, Troy, Dearborn, Birmingham or some other city in the Tri-county area, our contacts will be of value to you.

Tell us what you are seeking in terms of position, type of law practice, location and salary, then leave the rest to us. When we share our client contacts with you, changing positions will become a rewarding and problem-free experience.

Never a charge to you for our courteous and professional placement assistance. After hour appointments available for your convenience. Telephone or write us this week.
PERSONNEL AT LAW
3000 TOWN CENTER, SUITE 2580
SOUTHFIELD, MICH. 48075
Southfield 358-0060
Dearborn 522-3140
Renaissance Center 567-0141
Troy 649-2042

MATURE INDIVIDUAL needed for clerical duties. Fringe benefits. Call 837-7969

MATURE person for 1 girl office in Plymouth area. Must have pleasant phone manner & be able to type 50WPM Starting Salary $160 per week. 459-8690

NEEDED. Good typist for letters, press releases and invoicing. Some bookkeeping skills desired. 3 days per week, ask for Kathy or Sharon 358-0400

NON-PROFIT organization is seeking a full time "person Friday" to work for 7 months of the year. Must have pleasant phone voice, good typing skills, and be able to assist in all general office procedures Call 552-8070

OFFICE CLERK
Typing, filing & key punch experience. Will train Call Karen for interview. 437-4141

ONE CALL DOES IT ALL!
Place your classified want ad in Suburban Detroit's finest market.
The Observer & Eccentric Newspapers
591-0900 Wayne
644-1070 Oakland
852-3222 Rochester/Avon
Use your Visa or Master Card

PART TIME
Receptionist-Typist for Birmingham area Property Management Company. Dependable, friendly attitude. 20 hours a week. Begin immediately. Call John Palmer. 645-2111

PAYROLL CLERK
Automotive supplier is looking for an experienced individual to handle personnel & time-keeping. Other office duties include typing, production reports & phones. Applicant must type & have prior office experience. Excellent salary & benefits. Apply in person at:
A-LINE PLASTICS
38880 Grand River, Farmington Hills

PBX OPERATOR
With Receptionist experience in a hospital or clinic. Available for part time work assignments on the day and afternoon shifts. Some weekends. Must type, be able to handle public.
Contact: Personnel Office
KINGSWOOD HOSPITAL
10300 W. 8 Mile Rd.
Ferndale, Michigan

PERSON FRIDAY
Variety schedule points up both-bookkeeping and general office duties in people luxury firm $200 start includes loads of public contact.
562-8900 649-4144
Your New Boss Pays Our Fee
HARRIET SORGE PERSONNEL

RECEPTIONIST
Downtown Detroit's finest apartment has an opening for a mature, relief desk clerk. Must be able to work all three shifts. P. W. Richards. Call between 10 AM. - 3 PM. 962-0674

RECEPTIONIST/SECRETARY
Basic typing & filing skills, neat appearance, good phone manners. Apply at Reptron Electronics Inc. 34403 Glendale, Livonia.

RECEPTIONIST
Corporate law firm in Birmingham is looking for mature, responsible person to fill receptionist position. Must type 65 WPM and have office experience. Good salary and benefits. Call Nancy at 642-2000

RECEPTIONIST
Expanding company in a beautiful new office building has the perfect position for you, if you have good people skills and typing. Will train on meg card. $800 plus. Hurry!
353-2090
SNELLING & SNELLING PERSONNEL

Receptionist
Needed to sub for retirement home in Redford Twp. Hours 3 PM to 11 PM.
Contact Jan Prentice.
Presbyterian Village
531-6874

RECEPTIONIST with good typing skills and phone experience. Full time, Tues. thru Sat. 624-9330

RECEPTIONIST - full time for Southfield 1 girl office, some experience necessary. 358-4434

RECEPTIONIST, accounting & clerical positions available. Southfield company seeks responsible individuals. Typing require, company paid fringes. 352-6234

SALES OFFICE - Order desk needs typing & telephone experience for pricing, invoicing & quotations. Troy area. Send resume to Box 638, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

Sales Order Desk
Entry level position - person with sales personality to accept and process orders for fast growing 16 person industrial distributor & manufacturer. Inside order desk experience helpful and good typing skills. Age 25-35 preferred. Pleasant phone voice a must. Fully paid benefits. We're located in the Plymouth Rd./Telegraph area in a new building. Call Mrs. Fox at 537-3305

SALES SECRETARY
Southfield sales company needs a secretary to handle its busy office. Large amounts of typing with some dictation equipment work. Great opportunity — nice offices, very generous salary and benefit package. Send confidential resume to: Mr. Foster, P. O. Box 691, Southfield, MI 48037.

Plante & Moran recruiting for an equal opportunity employer.

SALES SECRETARY - Warren, excellent typing, use of dictation equipment, well organized & experienced. Benefits, $11,000, fee paid.
LOIS RAY PERSONNEL
559-0560

SECRETARIES
Adanac in Troy, offers our services on a company fee paid basis, to all candidates with good office experience, communication ability and skills. For further information pleaase call:
DIANNE KELLER
649-1105

SECRETARY & accounts receivable, part time to start. 2 years secretarial experience, typing 55wpm. Word processing experience helpful. Farmington Hills area. Call after 1:30 553-2433

SECRETARY
ADVERTISING AGENCY
Excellent typing and phone skills a must, agency experience helpful. Good salary, fringes, and people to work with.
358-4800 ext 201

SECRETARY - A-1 shorthand & typing. Small modern office, Northland area. 5 days. 559-0220

SECRETARY
Busy partner at this Southfield professional firm needs a super organizer! Must have excellent shorthand and typing skills. Would consideer either an associate degree and little experience or a high school education with good experience. Great opportunity - generous salary and benefits - send confidential resume to: Mr. Fuller, P. O. Box 691, Southfield, Michigan 48037.
An Equal Opportunity Employer

SECRETARY
CONT. ED.
Must have good typing skills with bookkeeping and secretarial experience to assist in the promotion and execution of management seminars. Other responsibilities include processing information orders and completing financial records. Benefit package includes free tuition. Please call Mrs. Turnblom on Mon., 7-20-81, at 927-1515.
UNIVERSITY OF DETROIT
Equal Opportunity
Affirmative Action Employer

SECRETARY-EXPERIENCED
Real estate management and investment company. Excellent typing, some shorthand, bookkeeping, general office and variety of assignments. Send resume and salary required to: P. O. Box 695, Bloomfield Hills, MI 48013

SECRETARY
Experienced, top quality person needed immediately for hectic Bloomfield Hills office. Typing-65 WPM, shorthand a plus, must be conscientious, pleasant and willing to take on additional responsibilities. Word processing experience desirable, will train. Hours, 8:30 to 5:30 Monday thru Friday.
647-3040

SECRETARY - Experienced only apply. One girl office, rapidly growing company in the energy field, good salary, benefits, 8 Mile & Farmington Road area. Call Mr. Schroll at 478-6606

SECRETARY- Experienced for foreign trade office. Reasonable hours, nice office, light work. Must be good business correspondent, good typist, good phone manner. Starting September 1. Salary commensurate with qualifications. Please call 358-4330

SECRETARY
Full time position for mature, responsible individual, good typing and shorthand skills necessary, diversified duties and some work with figures. Excellent fringe benefits, 4½ day work week. For appointment call:
453-2000

SECRETARY
For Farmington Hills law firm. Shorthand and typing skills required. 855-5050

SECRETARY for busy workers compensation attorney in Birmingham. Typing & dictaphone skills a must. Experience preferred. Call Janet 645-0100

SECRETARY, non-profit organization in Southfield seeks Full time Secretary, on permanent basis. Typing & shorthand skills required. Good benefits. Salary commensurate with experience. Call Mr Gordon 552-8177

SECRETARY/. OFFICE MANAGER
Sales office, full time Downtown Birmingham. Experienced general office. Strong phone skills. Send resume and salary requirements.
W. JAY MINCKS CO.
1025 E. MAPLE
BIRMINGHAM, MI. 48011
647-4385

SECRETARY- Part time for psychiatrist office, good telephone, typing & bookkeeping skills needed. Call week days for interview. 858-7133

SECRETARY-RECEPTIONIST
Expanding realtor in downtown Plymouth. Hours 3:30-8:00 PM. Reply to Box #613, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

SECRETARY
Wanted for small shop in Southfield. Good with phone & typing, some Bookkeeping. Ask for Gary or Jim. 356-5140

SECRETARY
with desire for advancement. Major financial corporation is looking for an aggressive individual for their expanding office in the Birmingham area. Qualified candidate will have adequate typing & office skills. Salary commensurate with experience. Compensation includes an excellent benefit package. Please forward resume to: Equico Lessors Inc., Att: Mr. Greg Pentiak, Asst. Vice President, P.O. Box 1138, Birmingham, Mich., 48012.
(A subsidiary of the Equitable Life Assurance Society of the United States.)

SECRETARY. National company Farmington Hills office. Good typing and organizational skills. 855-1750

SECRETERIAL POSITION
A Structural Steel Company located in the City Of Livonia is looking for a qualified individual to work as office Secretary/Receptionist. The Position requires a good general use of office machines, record keeping experience and knowledge of job costs system helpful. The individual applying for this position must be reliable and a self starter with the ability to work without supervision.
Call between the hours of 1PM-4:30PM 522-1450

SHIPPING BILLING CLERK
Typing or knowledge of keypunch a must. Must be able to work overtime and some Saturdays during busy season. Starting pay $3.65 hour. Apply Mon. thru Fri., 10 AM. to 5:30 PM., North American Photo, 27451 Schoolcraft, Livonia.

SOUTHFIELD ADVERTISING Agency has an opening for Secretary. Position requires 70 wpm typing. Some overtime. Conscientious person who works well with others a must. Good benefits. Call Michele between 9 am and 10 am Mon. thur. Fri. at 8278341
Equal Opportunity Employer M/F

SOUTHFIELD/BIRMINGHAM LAW Firm seeks legal secretary with at least 5 years legal experience & familiar with IBM Display writer, shorthand 100 WPM, Typing 70 WPM, $300. per week. Call Sandy 353-4940

SUBURBAN INSURANCE Company has immediate openings for Clerk Typist. Good math skills helpful, excellent working conditions, 4½ day work week, liberal fringe benefits, paid insurances. For further information and appointment. 453-2000

SWITCHBOARD OPERATOR for small business in Bloomfield Hills. Experience helpful, but not required. Call for appointment. 961-0896

TEMPORARY - secretarial position for corporation executive. Must have a minimum of 2 full yrs. secretarial experience and excellent skills. No fee.
Uniforce Temporary Services
646-7660

TRAFFIC CLERK. Downtown location. Duties include scheduling, expediting, rail, truck and vessel movements of bulk commodities. Inside sales and customer service. Send resume to box 542 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

TYPIST
Bilingual, French and/or German
352-0507

TYPIST/RECEPTIONIST
Excellent typing skills, pleasant voice & dictating experience required for Southfield office. Salary & benefits commensurate with experience. 354-1100

TYPIST. At least 50 wpm, no experience necessary, for medical lab. Insurance billing helpful. 7 Mile, Telegraph area. Call Karen at 537-1700

WAITRESS AND/OR BARMAID, full and part time. Plymouth area. Call 455-9800

Word Processors
TOP RATES FOR QUALIFIED OPERATORS
IBM
WANG
LANIER
XEROX
Call For Appointment
Suburban Office Services
ROCHESTER 651-1500
FARMINGTON 477-9840

WORD PROCESSOR
AD AGENCY $11,000
Fabulous opportunity to put your skills to work for this exciting company. Exceptional benefit package.
Snelling & Snelling
336-7400

YOUNG, AGGRESSIVE, fast growing Managment Labor Law Firm in Bloomfield Hills - seeks Secretary with excellent skills. A minimum of 75 WPM typing & 100 WPM shorthand. 338-8700

GOT THAT HELP-LESS FEELING?
If you have more work than you can do, it's time to place an ad in the help-watned section of the classifieds.
Oakland County 644-1070
Wayne County 591-0900
Rochester/Avon 852-3222
Observer & Eccentric Classified Ads

505 Help Wanted Food-Beverage

Cooks-Experienced Waitresses
Full time only. All shifts. Top salary, vacation pay, uniforms and meals furnished. Apply in PERSON ONLY between 8 & 10 AM and 3 & 5 PM.
Bates Hamburgers
33406 Five Mile, Livonia
Middlebelt at 9 Mile, Farm.

COOKS
Full time evening shift now available. Must have mature attitude and neat appearance. Fully air conditioned kitchen. Pay based on experience - many fringe benefits available. Experienced only need apply in person between 1 & 3 PM. Mon. thru Fri., or by appointment.
BLAKENEY'S RANCH HOUSE
28333 Grand River, Farmington
477-8545

COOKS HELPER
Restaurant & Catering. Will teach. Livonia area 478-1919

COOKS - 3 year's experience. Part time. Fast growing restaurant chain, Sambo's, 28130 8 Mile Road, Farmington Hills 477-7967

COOK WANTED
for Dunleavy's Pub & Grub in Farmington. Mature individual, 5 days a week, 9-5. Call for interview. 478-8866

EMERGENCY ROOM NURSES
We have full time 3 - 11 openings in our emergency room for experienced RN'S. For furthur information please call
858-3090
St. Joseph Mercy Hospital
900 Woodward Ave.
Pontiac.
An Equal Opportunity Employer

FOOD & BEVERAGE PURCHASING AGENT
We are now taking applications for a qualified purchasing agent. Only applicants experienced in food & beverage purchasing will be considered. Send resume to: 17017 W. 9 Mile Road, Southfield, Mich. 48075

FOOD PRODUCTION SUPERVISOR
Immediate opening. Full Service Kitchen experience necessary. Apply in person, Room 131, Mon. thru Thurs., 9am-4pm, Stouffer's Northland Inn, 21000 Northwestern Highway, Southfield

FULL TIME waiters and waitresses wanted for downtown area. Experience helpful but not necessary. Must be willing to train. Apply in person between 2:30-5:30, Tuesday-Thursday. Apply Tower 200, RenCen, 35th Floor.
An Equal Opportunity Employer

GENERAL HELP for Taco Plaza, Southfield. Full & part time. Apply in person 24024 W 9 mile.

HOSTESSES WANTED
...part time for Leather Bottle Inns. Call Mary. 522-2420

KITCHEN HELPER
Full time, experienced, for Plymouth Towne Apartments. Call 455-0510

LINE COOK full time, experienced. 12 Mile & Northwestern in Southfield. Call Mon thru Fri. 353-7766

PART TIME counter sales. Apply in person: Ackroid's Scotch Bakery, 25566 Five Mile Road, Redford. 532-1181

RESPONSIBLE PERSONS, experienced, in sandwich shop, bakery operation. Apply at: The Cheesecake Factory at Tally Hall, Hunter's Square Mall, 14 and Orchard Lake Rd. Thurs & Fri, 10am-9pm. 855-5488

RESTAURANT
Assistant manager or manager trainee. Send resume to: Mrs. Scott, 415 . Main St., Royal Oak, Mich., 48067.

SHORT ORDER COOK PERMANENT PART TIME
Apply in person
NUGGET RESTAURANT
30685 W. 12 MILE RD.
FARMINGTON

SILVERMAN'S RESTAURANT
41600 W. 10 Mile, A & P Shopping Center, Novi. Mature hostess, days, experienced. Monday thru Friday 9am-3pm. Apply in person 8am-11pm or 2-5pm.

WAITRESSES & HOSTESSES
Applications now be taken. Apply within, 29101 Greenfield, Southfield.

WAITRESSES WANTED. Experienced only. Apply in person between 10 am - 12 noon. Thee Virgo Lounge, 19245 W. 8 Mile, Detroit.

WANTED experienced cook - Restaurant & Catering. Will train. Full time. Livonia area 478-1919

WIN SCHULER'S
Looking for a quality conscious Cook with experience. Apply in person. No phone calls please! Win Schuler's of Rochester, 2601 S. Rochester Rd.

505 Help Wanted Food-Beverage

BARMAIDS
Experienced only. Apply in person between 10 am and noon. Thee Virgo Lounge, 19245 W. 8 Mile, Detroit.

BARMAIDS & Waitresses, 3 years experience, must be sharp. Call Pete only between 9 AM to 11 AM. 261-5551

BARMAIDS & WAITRESSES - experienced, good wages, Redford. 531-0189

BARMAID-WAITRESS
Experienced only. Apply Auburn Evergreen, 19601 Schoolcraft Rd., 1 block E. of Evergreen.

BOSCO'S
12 Mile at Orchard Lake Rd. Looking for a mature, responsible person to run our deli department. You will order, price, stock, supervise and wait on customers. We are willing to give the right person the responsibility, the $$'s, and the chance to make a mark. Call us - or stop in. Full time job. 553-8777

COOK DISHWASHER
FULL TIME
Days & Afternoons. Paid vacation.
Livonia Big Boy
PLYMOUTH & FARMINGTON RDS.
421-4249

COOK - full time, experienced. Apply: Clock Jr. Restaurant, 33480 W. 7 Mile, Livonia, (at FArmington Rd.).

COOKS AND WAITRESSES
Experienced. Apply in person
The Biscuit Company Resturant
6071 Middlebelt, Garden City

COOKS
Experienced only. Apply Auburn Evergreen, 19601 Schoolcraft Rd., 1 block E. of Evergreen.

506 Help Wanted Sales

ABOVE AVERAGE EARNINGS
are what you can expect by joining our Sales Team. Expanding Real Estate firm has a limited number of Sales Positions available in our Troy Office. No sales experience necessary. We provide a complete In-house Sales Training Program...Call Ross Martin. 689-5606

ACCENT YOUR POSITIVE
Join our professional sales team. Super bonus plan, FAST START TRAINING, & More! Call us today for a confidential interview!
Steve Leibhan - Southfield 557-6700
Jack Bourdon - Livonia 476-9100
Bob Gerich - Plymouth 455-5200
Jean Proch- Westland 721-8400
Frank Skrumbellos-Allen Park 388-2200
Chamberlain

ADVERTISING SALES
Are you retired after years selling to retailers? Still healthy, active, raring to go? Enjoy working and earning again. Top commission and bonus plan. Call Rick. 855-4410

AGENCY AVAILABLE
Farmers Insurance Group...Offers complete training program, minimum guarantee per month. Learn without disturbing present job. 557-3266

AGGRESSIVE new company is looking for sales people, full or part time. Exclusive territories for full time people. Experience not necessary. Sign-A-Rama, Bernard Solovey. 522-6661

APT. RENTAL AGENT
Position available at River Bend Apts. in Westland. Basic office skills required. Salary based on experience. Apply 24610 Michigan Ave, Dearborn, Mon-Fri. 9-5.

ARE YOU READY ??
Licensed Real Estate Pros - C'mon in! Let's talk about your future.
Mike Snyder, 695-4100
Bult Realty, Inc. Eves., 733-3718

ARE YOU tired of working for someone else? Be your own boss without responsibility & expense of operating your own business. International corp. with 60 years experience. One of the leaders in our specialized field. Candidate should have degree preferably in marketing or business administration. Minimum of 1 year selling experience. Some travel required. We offer draw against profit, unlimited territory. Leads furnished. Apply Paymaster Sales & Service, 23850 W 7 Mile, Detroit or call 531-0026

ATTENTION
Fashion conscious housewives: If you enjoy people, appreciate superior merchandise & are interested in building a new wardrobe we encourage you to apply for a full or part time sales position. Call June Ryan 647-1300
CHUDIKS of BIRMINGHAM

BONWIT TELLER
Traditional to Bonwit Teller is our experienced & service oriented Sales professionals. He or She developes an undestanding for the needs & tastes of each customer. Using knowledge drawn from experience with Fabrics, Designs, Styles & Trends. The Bonwit Teller Sales professional properly satisfies the cstomers requirements for fine clothing.
If you belive you have the ability & desire to be that class of sales professional we invite you to discuss a full time or part time position in the following areas:
DESIGNER SALON
S'FARI/YSL
Our compensation program consists of Salary along with a wide array of benefits.
Applications may be completed any business day between 10 AM-1 PM.
SOMERSET MALL
TROY, MICH. 48084
Equal Opportunity Employer M/F

CATERING OFFICE - experienced, typing a must, dependable, neat appearance, positive attitude, good P.R. Excellent benefits, apply in person, Holiday Inn of Southfield, 26555 Telegraph Rd. Ask for Lorraine.

CENTURY 21, ABC Realty offers free pre-licensed training and on-the-job training while you earn money. Sales experience not necessary, ambitious person required. Westland office near Ann Arbor Trail and Merriman. Steve Barrer. 425-3250

CHERISH wants woman who is interested in making $10,000 part time to replace one who wasn't. Commission. For interview phone 477-7261 or. 477-3388

COACHES AND Teachers. Sales opportunities-part time. Our company in Farmington Hills is seeking individuals willing to earn extra income. We will train. An opportunity to become your own boss. Please call 478-1146

CREATIVE SALES opportunity for self motivated individual, excellent income potential. Call for appointment Friday, 9-11. Reply Specialty Mart, P.O. Box 776-T, Detroit, Mich., 48226. 965-0172

CURRENTLY INTERVIEWING
Schweitzer Real Estate is expanding. We have a limited number of sales positions available in our Farmington Hills, W. Bloomfield and Birmingham locations. Licensed or not, we provide professional, Fast Start training. Super bonus plan.
Mac Trabue ... W. Bloomfield/Lakes - Call 851-0300 -
Ken Kernen ... Birmingham/Bloomfield - Call 647-1900 -
Schweitzer Real Estate
BETTER HOMES & GARDENS

District Managers
10 year old company will introduce a new product to the weight loss industry. It is 100% natural and drug free. Drug Stores will be the primary vehicle. This is a major business opportunity.
Call Charles Pittman
Regional Director
313-728-8416 (After 3PM)

DRAPERY SALES
Experienced only for bath, wallpaper, Custom draperies. Call Mrs Gold. Farmington Hills area 626-4313

EARN GOOD MONEY
A quality line of skin care products specially formulated with Aloe Vera & vitamin E. Call 459-6391

EARN TOP DOLLAR
Part Time. Exciting opportunity in the weight loss industry. Call Kirk Johnson 455-1342

EXPERIENCED TRANSMISSION Salesman needed. Must have at least 2 years experience. Excellent commissions. Bring references. Call 522-4677 or 522-2240

FASHIONABLE, mature lady for better women's clothing store in Rochester, enthusiasm & personality more important than experience. Call for appt. 652-2212

FOOD SERVICE End/User Sales Position. Part-time - 30 hours per week; work into full time. Experience required. 477-7182

FREE REAL ESTATE CAREER SEMINAR
SAT., JUL. 18, 11am
For more information call Mike Coulter for your reservation!
Century 21
Alliance, Inc.
1061 E. Long Lake Rd., Troy
528-1800

FULL TIME/PART-TIME
- RETAIL SALES -
MICHIGAN'S LARGEST FLORSHEIM DEALER is currently accepting applications for a Full-time Sales Person in Men's & Women's Shoe Sales. Experience desired but willing to train bright person. Tremendous opportunities for advancement. Paid Blue Cross, Dental, Life Insurance, Vacations, + other fringes.
Also Available: 4 immediate Part-time Sales Positions, hours to vary - AM & PM. Apply in person or call for appointment: Mr. Bitel. 348-9670
SIBLEY'S SHOES
TWELVE OAKS MALL

"Free Training"
Aggressive award winning real estate firm seeking individuals interested in a rewarding career. Prime suburban location. Call Jon Ruud for a confidential interview.
CENTURY 21
TODAY 538-2000

FREE TRAINING
RED CARPET is in Michigan & is rapidly growing in the metro area. We are interviewing for sales & mamagerial positions. RED CARPET offers a complete sales training program at no cost. Be first to join in on the ground gloor of one of the countries largest real estate firms. Call for personal interview. All replies confidential.
MR. RICHTER 522-3500

GET FREE T-SHIRTS
Give a T-shirt Party or be a T-shirt Demonstrator. We have 31 items & pay 30% commission. The Bobcat Home Party Plan 326-5098

FOOD SERVICE-INSTITUTIONAL
We want persons with experience selling directly to end-users and distributors including sales to restaurants, bakeries or hospitals in the Detroit/Suburban territories. You must have your own car, proven selling skills & enthusiasm. Management potential. We offer salary, commission, car allowance, family Blue Cross, etc. Please reply to: American Shortening, 34115 Industrial Rd., Livonia, Mich., 48150.

GOOD With People?
Put your talents to work – they're worth $$$ with Avon. Call now
425-8989
879-0183 644-5404

GROWING office supply company expanding outside sales force. If you are aggressive & willing to work call Mr. Eisenberg at McCaffrey's Office Supply, Livonia/Southfield, 525-8266

HIGH SCHOOL Age counter girl needed, entering Sophomore yr. only. Apply in person, Hansel & Gretel Shop, 247 W. Maple, Birmingham.

HOTTEST ITEM AVAILABLE
Everyone uses product. Gov't. pays 60% of total cost. Easy financing. Savings of at least 25% over non-users. Opportunity for advancement. Recession proof - benefits. Sales experience preferred. Ask for Mr. Short at: 478-6606

HOUSEWIVES
Need a break from it all and like to talk on the phone? Olan Mills needs you part-time hours, full time pay. Call 9:30 AM to 1 PM, and 5 to 8 PM. 522-8648
An Equal Opportunity Employer

IMMEDIATE OPENING in art sales. Call Phyllis Berg, Monday thru Friday, 8-12 noon. 335-2284

INDUSTRIAL SALES OPENING
Established product lines. Air, hydraulic & lubrication. Active metro territory. Salary, commission, fringes. Send resume or call Bebco Inc., 1545 E. 9 Mile, Ferndale, 48220. 398-2600

LADIES who want to look their holiday best & learn how to apply their make up by the top artists in the profession. Luncheon being held at Mercy College, July 28, 10am. Tickets $6.50. Call 453-5455

LAY-OFF & Cut-backs worrying you? Start now to learn insurance business in your spare time. Farmers Insurance Group offers free licensing classes & sales training, opportunity to go full time with monthly guarantee after training. Bill Cox, Dist. Mgr. 422-4747

LEARN - EARN
EXPENSE PAID TRAINING
MEN OR WOMEN
EXPERIENCED - INEXPERIENCED
Successful firm now hiring & training 5 ambitious people in new financing method for an excellent income in real estate. Commission as high as 80%.
FOR PERSONAL INTERVIEW
CALL MRS. G. BILBRY
EARL KEIM WEST
522-2101

LET US TRAIN you for a new career. Does your present job offer you independence, prestige, a feeling of accomplishment and economic security? If not, you should talk with Farmers Insurance Group today. Call Office, 981-5220. Evenings, 397-0805

LICENSED REAL ESTATE SALESPERSONS
Become a member of the world's largest Resort Time-Sharing market company and involve yourself with the fastest growing industry in today's Real Estate Market. Training provided. For confidential interview contract: Mary Lou Guilbault, Plymouth Office, 453-2210 or Brian Hussey, Birmingham Office, 646-0001.
HITCHCOCK GALLERY OF HOMES
453-2210

LIFE INSURANCE SUPERVISOR
One of America's great Life Insurance Agencies has an opportunity for a Supervisor in the tri-county area. An individual with a successful sales background of at least 2 Yrs. should send his/her business card or resume to:
JACK TROHMAN
18505 W. 12 Mile Road
Southfield, Mich., 48076.
An Equal Opportunity Employer

LOOKING FOR A CAREER?
If you are enthusiastic, ambitious and a hard worker, you have a lot to offer – and you are just the type of person we're looking for. If you're interested in a life-long career with excellent earning potential, call me, Ron Biskup, at Metropolitan Life, 352-9100, and find out what we have to offer.
An Equal Opportunity Employer

LOOKING FOR Teachers, Professors, & other educational people interested in building a cash flow income using present instructional & teaching abilities. Diversified Income Associates. 545-7729

MILLIONAIRE
Comes out of retirement to take a select group to the top in the weight loss industry. A 10 year old company will introduce a major new product destined to become the most talked about new entry of the 80's.
Call Charles Pittman
Regional Director
313-728-8416 (After 3PM)
for preliminary conversation.

NATURAL & ORGANIC PRODUCTS
Introducing a superior line of Aloe Vera skin & health care products. Looking for managers & distributors for this area. Barbara Knutson Hower 434-2356

NEAT HOMEMAKER: You can earn extra income helping others to a better life. Part time or full time. For interview in your home phone between 10AM-2PM: 375-1084

NEW SHOE department needs fashion minded sales people to sell womens, high style shoes. Excellent commission with gurarantee, benefits including Blue Cross & discount on shoes & clothing. Retail experience preferred. People needed for these locations. Twelve Oaks, Oakland, Eastland & Fairlane. Call Mrs Hitchcock: 851-8855

No Experience Preferred!
We will sponsor Sales People & help them obtain a Real Estate License. We also have a complete Sales Technique Training Program. For interview call:
CONRAND HELMLINGER
at
528-2277

NO EXPERIENCE NECESSARY
Looking for people to work in Birmingham, Mon.-Thurs. 5-9pm, Sat. 10am-2pm. Call Julie after 1pm 644-3330

NOTICE - now hiring. Taking applications for full & part time employment. Opportunity to earn $300 week to start. 525-5650.
An Equal Opportunity Employer

NOW HIRING
Rochester company now hiring Summer and permanent positions due to increase of business. Must be clean cut and willing to learn. Excellent wages with career possibilities. Call for appointment: 656-0620

ONE CALL DOES IT ALL!
Place your classified want ad in Suburban Detroit's finest market.
The Observer & Eccentric Newspapers
591-0900 Wayne
644-1070 Oakland
852-3222 Rochester/Avon
Use your Visa or Master Card

OPPORTUNITY
If todays state of the economy is keeping you from earning up to your potential, consider these facts about Investors Diversified Services:
For IDS representative, 1980 was the best year ever! On an average, individual earnings increased by over 26%! Our record growth has created new career opportunities to help meet the increased demand for IDS financial planning services. We provide full training, a first year salary, plus commission. For details on how you can share in this rewarding growth, call Alan D. Morgenstern, Divisional Manager, between 9-12 Noon at 425-4370.
Equal Opportunity Employer M/F

ORDER DESK Sales, Industrial mfg/distributor, seeks, career minded individual. Sales experience preferred. Reply by resume only to R.B.R. Co. 1633 E Euclid Ave. Detroit, 48211

PERMANENT POSITION
For top-notch phone rep to work in Westland with Regional Director. Call: Steve Dielman, 721-1680

REAL ESTATE IS EXCITING
and financially rewarding. If you are desirous of making between $20,000 & $100,000 per year - call us. We offer complete in-house training and a massive advertising program. 2 great locations in Plymouth. Contact:
JIM STEVENS
Century 21
Gold House Realtors
459-6000

REAL ESTATE SALESPERSON
Work for a fantastic office
75% Commission
Earn more
Call for appointment
MAYFAIR 522-8000

REAL ESTATE SALES
We have openings for 2 salespeople, no meetings, quotas or pressure. We have a happy sales force and we're making money. If you would like to join us call Joanne for appointment.
Real Estate
NETWORK
Harrison Moore 427-9030

REAL ESTATE SALESPEOPLE
Excellent opportunity for new & experienced salespeople. Congenial living room atmosphere. Best Plymouth location. 9 offices in Metro Suburban Detroit. Nationwide referral program. Excellent training program. Call Mary Lou Guilbault for a confidential interview.
HITCHCOCK GALLERY OF HOMES
453-2210

RETAIL SALES
UNFINISHED FURNITURE
We have 2 openings in our Northville and Warren stores for individuals who are seeking an excellent career in Retail Sales with a possibility of store Management. Written inquiries only.
THE SAWMILL
215 E. Main., Northville, Mich., 48167.

SALES EMPLOYMENT COUNSELOR
Do you have the ability to influence people and the confidence in yourself to earn unlimited income by your sales efforts? We will train you and support you with the #1 National Placement Organization, Snelling & Snelling. If you have it, call
Bernice Fromm at 353-2090.

SALES PERSON
For custom design & womens apparel shop. Tel-Twelve Mall. 355-5280

SALESLADIES for Troy and Birmingham retail drug stores for gifts and fine toiletries. Experience preferred. Days or evenings. Full or part time. Salary commensurate with experience, liberal benefits. Present resume and salary requirements at 1729 Larchwood, Troy, (15 & Stephenson). Call 9 to 5 PM. 689-7323

SALES MANAGER
INDUSTRIAL MILL SUPPLY
Outstanding opportunity for an individual with cutting tool experience. Candidates must have ability to direct & motivate sales personnel.
Submit resume including salary history to Box 2541, Southfield, Mi., 48037

SALES OPPORTUNITIES - Part Time. Our company in Farmington Hills is seeking individuals willing to earn extra income. We will train. An opportunity to become your own boss. Please call 478-1146

SALES PEOPLE
We have opened a new division in metro Detroit Area. Direct sales background helpful. Call Change Your Attitude of America Inc. Mon thru Fri. 775-3177

SALES PERSON, Electronic Video games, UVI is seeking experienced sales people to represent our company, in the exciting field of electronic video games. Call Lance Hinatsu for appointment Universal Video Inc. 31199 Schoolcraft Rd. Livonia, 48150 422-8600

SALES PERSON - full time, selling experience preferred but not necessary. Homemaker Shops, 28610 Telegraph Rd. Southfield. 353-9792

SALESPERSON
Mature, well groomed, personable to work in Livonia area Bridal Shop. Call: 525-9430

SALES PERSON WANTED
Full time experienced jewelry sales person wanted. References required. 338-1060

SALES POSITION AVAILABLE
Energy-saving company. Potential of $80,000 per year. 644-6773

STUDENTS NEEDED - 16 to 20 hours a week. Guaranteed $3.35 plus, no experience necessary. Call Bob Williams. 478-2853

TEACHERS FACING a career change. Use your presentation skills in a marketing environment with growing company in Livonia area. $25,000+ potential. Call Jim Hurley. 478-9770

TELEPHONE SOLICITORS
Experienced. Part time. Call Donna at 427-2564

WESTERN BASED corporation looking for aggressive self-motivated people. Background not a factor, unlimited earnings. Company car. Free trips and non-contributory retirement. Reply to Box 650, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

$5,000 AND UP
New product, no competition. Used by everyone. Call between 3-9pm. 837-5198

507 Help Wanted Part Time

ACCOUNTING ASSISTANT
Credit union based in Southfield is seeking an individual with at least 1 year of bookkeeping/accounting experience, specifically in bank reconciliations and general ledger for part time position. Hours 9 AM to 1 PM, Mon. thru Fri. Interested candidates call for application. 557-3200, Ext. 254

APPLICATIONS are now being taken at the Livonia Y, 14255 Stark Rd., for Fall Swim Coaches. All applicants will be contacted by Aug. 20, 1981.

ARTIST WANTED
For T-shirt screen print shop, part time days, hours flexible. Southfield. 358-5558

COMMUNITY SCHOOL ORGANIZER
Birmingham school area. Minimum of 15 hours per week, flexible hours. Send resume by July 31 to Anita Evans, president. 31020 Old Stage Rd., Birmingham, MI 48010

DRIVER - COUNTER HELP
Part Time
Over 18 with valid drivers license.
Budget Auto Parts 946-5332

EXPERIENCED PROOFREADER.
Speed and accuracy a must.
Flexible hours.
525-0004

EXPERIENCED Telephone answering and good typing abilities for Secretarial services. 3 days/week. Northwestern & 12 Mile. 353-4466

HOSTESSES NEEDED to greet newcomers moving into Bloomfield Hills, Farmington, Novi, Livonia. 626-8753

LOOKING FOR PARTNER to expand wholesale outlet, must give 10-12 hours per week, flexible hours. Call D. Stone. 464-1892

MANICURIST
Enjoy working with the elderly at beautiful Presbyterian Village in Redford Twp. Flexible hours for 2 days a week with ready clientele. Experienced, mature woman. Call Stephanie Wed. thru Fri. at 537-1360

OFFICE HELP
PART TIME
Assisting Secretary and Bookkeeper. Duties will include answering phones, filing. Math aptitude a plus. Apply in person Mon. thru Fri. 8AM-5PM.
WEST END WELDING
25180 SEELEY RD., NOVI

PARTNER/ASSOCIATE required for expanding wholesale/retail operation, 8-10 hours weekly. Mr Garry 661-4339

PART TIME LEGAL SECRETARY. All skills. Good on phone and good with clients. Town Center Building, Southfield 353-4104

PERMANENT PART-TIME:
Sales ... in Retail Drapery store. Southfield area. 353-8000

PHONE WORK - Canton. Up to 18 hours per week, evenings, 6pm - 9:30pm. Set up appointments, for sales reps'. Base plus bonus. 981-6967

REAL ESTATE Receptionist/Secretary. West Bloomfield area. 2 evenings and alternate weekend days. Typing, pleasant phone manner and previous real estate office experience a must. 626-3900

SALES ENGINEER
Part time for manufacturers representative. Ask for Mr. Armstrong 255-1303

SALES OFFICE, permanent part time, 10am-3pm, 5 day week, general office, heavy typing, dicataphone & telex knowledge helpful. Please call for appt. 644-0340

Secretarial Position, Birmingham Church, Half day, typing, shorthand required, ideal job for mother of school children, for interview call 645-4100

TELEPHONE CANVASSER - Part Time. Local firm needs several persons to contact businesses from your own home. Plymouth-Canton area preferred. 525-1050

508 Help Wanted Domestic

A LOVING Dependable women to get 1st. grader to school, start Sept. at 6:30Am, Livonia's Buchanan Elementary area. Evenings 425-2163

BABTSITTER - teacher wants nanny to care for 20 month old daughter, 3 days per week, my home, light housekeeping, references. Start Sept. 642-0799

BABYSITTER FOR INFANT
Occasional evenings. Responsible adult wanted, Rochester area. Call evenings. 651-6358

BABYSITTER for Teacher's 15 month old son. Mon. Tues. Wed. Fri. Prefer your Farmington area home with another toddler. References. 477-3280

BABYSITTER, light housekeeping, for teacher with 2 pre-schoolers, references, own transportation Huntington Woods. Begin Sept. 359-2283

BABYSITTER- Live-in for Livonia family, 2 children, Thurs. & most weekends off. Salary & fringe benefits negotiable. Home privileges provided. Reply stating qualifications etc. to: Sitter P.O Box 194, Southfield, Mich 48037

BABYSITTER needed in my Southfield home, 7AM-4PM Mon. thru Fri. Call after 5PM 559-8335

BABY SITTER needed for new born baby, preferably in my Grand River-Farmington Rd home. Must be mature, experienced. References required. 478-8276

BABYSITTER, permanent position to babysit 1 year old girl 2-3 full days per week. Own transportation W. Bloomfield area. 851-9719

BABY SITTER - WESTLAND AREA
2 children. Weekends, my home. Own transportation, references
729-2312

CHILD CARE needed in Southfield area for 2½ year old girl. References required. 557-8905

CHURCH IN FARMINGTON HILLS needs dependable cleaning person 4 hours a week preferably Saturdays. Experience helpful. Call. 474-2860

CLEANING LADY - experienced, 1 or 2 days week, must have references & own transportation Farmington Hills 661-0249

DRIVER COMPANION needed 2 days a week to take woman on various errands. Use own car. Call Lynn, 557-7650

EXPERIENCED BABY SITTER in my home for 5 month old. Begin in September, teachers hours, references needed. Call 693-2215

EXPERIENCED, MATURE non-smoking person with own transportation to watch in my home my 3-month old and to do light housekeeping. Schoolcraft Telegraph area. Any time 553-1727

GENERAL HOUSEKEEPER, must have car, must drive, prefer spy person 35-45, references only. After 5PM 557-2219

HOUSECLEANERS - 2 teenagers wanted to help clean house in Rochester area, Saturdays 9-12, $8.00 per hour. Call evenings 652-9371

HOUSEKEEPER-Bloomfield Hills area businessman. Small home on Lower Long Lake. Salary open. Hours flexible. Days, 491-7601, after 5pm. 851-2490

HOUSEKEEPER MOTHERS helper
Reliable person to monitor 13 year old girl & some cooking 2-6pm Mon thru Fri year around. Must have car. Rochester area. Salary negotiable. Call Mr/Mrs Smith. After 7pm 652-6573

HOUSEKEEPER-NANNY, Live-in, or 5 days a week, for loving family in Farmington Hills. Salary negotiable 356-4181

HOUSEKEEPER - references, must drive, West Bloomfield area 3 days per week. 851-2327

HOUSEKEEPING & child care. Good references only. W Bloomfield. Bloomfield area. 626-6117

LIVE-IN Companion Aide for refined elderly gentleman in his spacious Birmingham apartment. Call 646-4981

LIVE-IN domestic help needed to run a household, adult family, Pine Lake area. Must like animals. References 352-6980

LIVE-IN HOUSEKEEPER needed to care for 2 small children. References required. General housekeeping duties 11 Mile & Lahser area. 354-0099

504 Help Wanted Office-Clerical

WORD PROCESSOR OPERATOR
Full Time
We have an opportunity for someone who is an experienced Word Processor Operator. The successful candidate will have accurate typing skills of at least 60 WPM, proficient programming skills, a numerical aptitude and strong composition and grammar abilities. Requirements include 2 years secretarial experience and experience on a CRT-based word processing system. For more information, please call:
Vlasic Foods, Inc.
33200 W. 14 Mile Rd.
West Bloomfield, MI 48033
851-9400
Equal opportunity employer M/F/H

506 Help Wanted Sales

YOU'LL BE SOLD ON REAL ESTATE ONE
As a career, real estate offers you an exciting and rewarding challenge. So spend an evening with us July 23rd, 33620 Five Mile, west of Farmington Road, Livonia, 7:30 p.m.
When you get right down to it, it's your future we're talking about. For reservations call:
261-0700
Real Estate One, Inc. REALTORS
An Equal Opportunity Company

FREE CAREER SEMINARS
Are you being paid what you're worth?
Is your current position in jeopardy?
It's time you took a long look at what you're doing now and what you want to do in the future. The Decade of the 80's will be the most lucrative time for Real Estate Sales in history. More people will be moving, investing in, and buying Real Estate than ever before.
Before you decide, consider these advantages:
1. No layoffs or foreign imports
2. Unlimited income potential
3. Be your own boss
4. Set your own hours
5. Personal career growth, advancement
6. Broad career selection
7. Top training from a top office
If these advantages interest you, you are invited to attend an informal Seminar to discuss the opportunities in Real Estate with us.
Century 21
For a personal career assessment or for a reservation to Career Seminars July 18
CALL 478-8000 - Farmington
A lot more than changing jobs...It could change your life!

506 Help Wanted Sales

ADVERTISING SALES
Community Newspaper is seeking salespeople interested in growing with and becoming a part of our advertising sales team and working out of our Livonia office. Bachelor's degree or equivalent with courses in advertising required. Knowledge of ad design and layout along with one year experience in sales. Good working conditions and excellent fringe benefits. We will be accepting applications for this position at:
OBSERVER & ECCENTRIC NEWSPAPERS
36251 Schoolcraft
Livonia, Michigan 48150
We are an equal opportunity employer

REAL ESTATE SALES PEOPLE
You sell - we process. You get 75% commission on the first $50,000 and 100% after.
75% commission starts with first sale because owners are not depending on your commission as a main source of their income.
(Bring your attorney and sign a contract)
Medical, pension, investment benefits. Join with a dynamic group offering a new concept in real estate.
ASK FOR MARGO CORDTZ
WEINGART & JOHNSON
18711 W. 10 MILE RD.
569-8900