500 Help Wanted

TELLERS
Michigan Savings & Loan Assoc. has openings for part time tellers. Starting salary from $3.80-$4.50, depending on ability & experience. Applications available at our Canton office located in the Canton Center Mall, Thirty Acres, 45001 Ford Rd. or call Personnel Office for more information: 1-994-5900
An Equal Opportunity Employer

THE ORIGINAL COOKIE Company is looking for a Sales Assist. Manager at its Livonia Mall location. Food retail experience preferred. Good starting salary and comprehensive benefits. Call Mon-Thurs, between 2-4pm, ask for Melody. 478-4157

- TOOL MAKER -
Temporary position for Retiree, Experienced Tool Maker & Small Progressives. Livonia. 525-9240

TRAVEL AGENT for fast growing commercial agency. Must have minimum 2 years experience, knowledge of international airlines. Sabre trained, experienced only need apply. Send resume to W.W.F. P.O. Box 2048, Southfield, MI. 48037, attention S.C. Regional.

TYPESETTER - Compugraphic 7500. Experienced only. Pleasant suburban office. Submit resume to Box 580, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

TYPE SETTING/Keylining/Offset Stripping. Someone needed with basic knowledge, willing to train. Apply in person or submit resume: Robot Printing, 25355 Grand River, Redford, MI 48239.

VILLAGE OF BEVERLY HILLS
The Village of Beverly Hills seeks applicants for the following position:

Summer Rec. Program Coordinator (1) Coordinate Summer Program at Beverly Park. Responsible for 2 assistants. Good interpersonal skills required. Experience and/or course work in recreational leadership desirable. $4.50-$5.00/hour, depending on experience.

Summer Rec. Program Assistants (3) Involves conducting games of recreational activities with children ages 3-12 years. Strong interest and/or experience in working with children desirable. $3.75/hr
The Program starts in late June and last 6 weeks. 30 hours per week, Mon-Fri. Apply at Beverly Hills Village Hall, 18500 W. 13 Mile, Birmingham, MI 48009. No fees.
An Equal Opportunity Employer

VIOLIN INSTRUCTOR
Woman wanted to teach violin lessons from private instructor. Please call after 5:30pm. 437-5841

WAITRESSES, experienced. Apply in person 4-7pm. 3000 Town Center, Prudential Bldg. 10 Mile & Evergreen.

WAITRESS WANTED
Apply 2-5pm. Leiter's Lounge, 650 W. Baltimore, New Center area. 873-5323

YOUNG MAN for Summer Work. Yard Work, some Mechanical. Reply to: Box 373, Plymouth, Mi. 48170

YOUTH WORKER
Mature adult persons (possibly retired persons seeking part time or a parent) ing roll to assist in community-based group homes. The home provides care for 8 neglected or dependent youngsters ages 18 thru 19 who go to public schools or participate actively in the community. This is an exciting family-oriented program located in Westland. Hours must be flexible at times to be arranged with house parent staff & may be on the order of 10-20 hrs. per week. Pay would be $4-$5 per hr. depending upon experience. Applicants should enjoy relating with & be committed to the well being of young people. Prefer persons living close to Westland & those who are able to drive a Van.

YOUTH LIVING CENTERS INC.
2 TOWNE SQUARE
WAYNE, MICHIGAN 48184
729-8945

502 Help Wanted Dental-Medical

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- Immediate Openings
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- Nobody Pays For The Same Assignments

PRO CARE ONE, INC
Ann Arbor Livonia
761-1144 522-5753

502 Help Wanted Dental-Medical

CLINICAL PSYCHOLOGIST
Providence Hospital, Department of Psychiatry if currently seeking a clinical Psychologist to develop clientele at an inner-city location and perform psychological testing as needed at Southfield facility.

Qualified candidates must possess a PHD in psychology and experience in a clinical setting. Excellent salary. Submit resume for staff: 424-9171. Apply Employment Office, Mon. - Fri. between 3-3 P.M.

PROVIDENCE HOSPITAL
FISHER CENTER
22500 Providence Dr.
Southfield, Michigan
An Equal Opportunity Employer

COMMUNITY HEALTH NURSES

Licensed Practical Nurses
Physical Therapist
Speech Therapist
Home health agency seeking experienced professionals to provide health care to the community. 1 year current experience, Michigan license or CCC. Choose your hours, days. Part time. Excellent pay. Call Marilyn LaVasseur, RN, Administrator. 357-5859

DENTAL ASSISTANT, full or part time, good opportunity for warm, friendly mature person, experience necessary. Redford Twp area. 531-1077

DENTAL ASSISTANT for progressive prevention oriented office, full time experienced only, good salary, benefits. Westland area. 425-5260

DENTAL ASSISTANT
Full time position available for energetic individual with experience in 4 handed dentistry. At least 1 year experience required. Benefits. Westland. 722-5133

DENTAL ASSISTANTS needed for Taylor and Ypsilanti area. Please call 563-5010

DENTAL ASSISTANT
Experienced, with knowledge of pegboard. W. Bloomfield
569-2551

DENTAL ASSISTANT, experienced
Afternoons and some Saturdays
Plymouth area
Call: 453-3166

DENTAL ASSISTANT
Experience preferred. Southfield area. Congenial person for happy atmosphere. Call for immediate interview, bring resume. 647-7050

NURSE AIDES
If you have experience transportation, truly enjoy caring for the elderly and are available on an 'On Call' basis we invite you to join our team.

PRO CARE ONE, INC.
Call us for location nearest you
569-4400

NURSE AIDE
2 years of experience. Trenton area. Private duty, full time days.
285-8980

NURSE, registered or licensed practical nurse for pediatrician office in Southfield. Previous office experience desirable but not absolutely necessary. No evenings. 559-0606

NURSES
FULL & PART TIME
AFTERNOON POSITIONS
New Wage Scale
Franklin Manor
Convalescent Center
26900 Franklin Rd., Southfield
352-7390

OPHTHALMOLOGIC medical assistant, full time, experience preferred. Southfield area. Send resume Box 444 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

Orthodontists
Immediate openings, full time/part time. Michigan License required. Partnership alternatives available. If qualified, $100,000 to start. Full benefits. Dearborn Area. Call
582-8150

502 Help Wanted Dental-Medical

DENTAL Business Mgr., experienced. Garden City. Progressive 3 Dentist Office. Resumes to Box 470, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

DENTAL FINANCIAL CONSULTANT
Minimum 3 years hospital, insurance, proficient in X-ray interpretation, ability to treatment plan, in depth knowledge of dental insurance to coordinate benefits with patient and make financial arrangements. Full time, salary open. Waterford Twp. Call Joanne, 681-8100

DENTAL HYGIENIST, part time, experience necessary, work in friendly modern office. Some evening hours required. Livonia - Farmington area.
474-8588

DENTAL HYGIENIST
Monday & Friday. Downtown Dearborn Hts. Start July 26th.
565-0372

DENTAL HYGIENIST
Part Time
Detroit office
871-2842

DENTAL RECEPTIONIST
Full time position available. Experienced in dental assisting or front desk. Knowledge of insurance. Waterford Twp. Call Joanne 681-8100

DENTAL RECEPTIONIST
Experienced. Full-time - for Belleville office. Must have knowledge of Insurance. Pegboard & Billing procedures. Call 9-5PM, Mon.-Fri., 697-4400

DENTAL RECEPTIONIST
Experienced, with insurance and medical. Typing necessary. No Evenings or Sat. Only experienced need apply.
Call between 9 & 4, 255-8021

DENTAL RECEPTIONIST, full time, experienced only need apply. Wayne area. 722-1700

DENTAL RECEPTIONIST
- VERY LUCRATIVE POSITION.
We need an aggressive, personable individual with a good understanding of general dentistry. Warren/Sterling area. Salary plus a month. Young, progressive office. Excellent benefits. Reply to Box 688, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

ESQ TECHNICIAN. Experienced only, part time. Mon., Wed., Thurs. Duty 7 doctor Neurological office in Birmingham. Call Helen 647-3400

ENDODONTIC OFFICE, full time, experience needed in assisting and X-rays. Plymouth area.
459-8844

FORMING ADDULT Sitter/Companion Service. Need qualified mature person to care for Elderly or Handicapped. Write: P.O. Box 80074, Redford, Michigan 48239.

HYGIENIST
Wanted for Rochester dental office. Call Mon. thru Fri. 9 AM to 6 PM.
852-2261

LICENSED NURSE
Afternoons, full time. Position now available on the afternoon shift, skilled nursing facility. For RN or LPN interested in the challenge of geratric nursing. Excellent wage and benefits including shift differential, paid health and pension plan and tuition reimbursement. Individualized in-service to meet your needs. Contact Kay Kermott, R.N. Director of Nursing, University Convalescent Home, 28550 Five Mile Rd., Livonia. 427-8270
Equal Opportunity Employer M/F

RN - FULL TIME
Special care unit. Afternoons
Excellent salary, Benefits.
Please Call 937-9658

RN, Lamaze Instructor, part time, OB/GYN office in Farmington Hills.
552-2870

RN OR LPN
Full time afternoon and part time nights in this modern nursing home. Good starting salary. Hospital insurance. Come in and see Mrs. Ferguson at Nightingale West, 865 Newburgh Rd., Westland near Jay.

An Equal Opportunity Employer

RN or LPN
Full time Afternoons.
For nursing home in Farmington Hills. Contact Mrs. Rich.
476-8300

502 Help Wanted Dental-Medical

MEDICAL ASSISTANT
For Troy office, 40 hour week, no Saturdays or evenings. Experience not necessary. Excellent position to supplement husband's income. Call between 12 noon-4pm.
362-1520

MEDICAL ASSISTANT for Southfield Podiatrist. Full time. One Girl office. Must know insurance billing, pegboard, venipuncture, general office management. Only qualified need apply. Send resume to Box 534, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

MEDICAL ASSISTANT
Front desk mately. Pegboard and insurance billing. All benefits. Southfield area.
647-7272

MEDICAL ASSISTANT
Oakland County. Must have medical office working experience in venipuncture, injections, x-rays, EKG. Please send resume to Box 598, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

MEDICAL RECEPTIONIST - Assistant
Good pay, benefits. Plymouth, Canton area. Experienced and reliable type. Full time, 4½ to 5½ days weekly. Send resume to Box 392, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

MEDICAL RECEPTIONIST - Pleasant office in Bloomfield/Farmington Area. Looking for congenial, well-organized individual for billing and medical typing. 4 days. Send resumes with references to Box 590, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

MEDICAL TRANSCRIPTIONIST
Wanted for busy doctors office in Royal Oak. Typing area. Word processing knowledge preferred. Call Ann for interview before 3PM. 288-2276

MEDICAL TRANSCRIPTIONIST
Part time for Southfield office. Accurate spelling and typing a must.
Call Cindy. 552-8436

NEEDED experienced hygienist for our preventive oriented practice. Saturmornings only for 5 hrs. every other Sat. for summer, every week beginning fall. For interview please call 838-6679 or after 6.30 pm 838-0239

PART-TIME Medical Assistant. Experienced in Venupuncture for Southfield OB/GN office.
Ask for Kris 352-7812

PODIATRIST ASSISTANT
With some office experience preferred, but not required. Part time to start to full time. 455-0770

PODIATRIST OFFICE needs office manager, receptionist, bookkeeper, medical assistant typist. Resume required. 540-1242 559-1393

PODIATRY OFFICE in Westland seeks an Experienced Enthusiastic and self-motivated person for full time position, only those possess a medical background and be experienced in Medical Assisting. Send resume to P.O. Box 97, Westland, MI 48185

REGISTERED NURSES
American Red Cross Blood Services. Hours variable. Hours are Our Work assignments - Wayne, Oakland & Washtenaw Counties. Please contact Director of Personnel, American Red Cross, P.O. Box 251, Detroit, Michigan 48232 or phone 494-2732
Equal Opportunity Employer M/F

RN - FULL TIME
Special care unit. Afternoons
Excellent salary, Benefits.
Please Call 937-9658

RN, Lamaze Instructor, part time, OB/GYN office in Farmington Hills.
552-2870

RN OR LPN
Full time afternoon and part time nights in this modern nursing home. Good starting salary. Hospital insurance. Come in and see Mrs. Ferguson at Nightingale West, 865 Newburgh Rd., Westland near Jay.

An Equal Opportunity Employer

RN or LPN
Full time Afternoons.
For nursing home in Farmington Hills. Contact Mrs. Rich.
476-8300

502 Help Wanted Dental-Medical

RN OR LPN, part time for busy Southfield Allergist office. Knowledge of injections, skin testing, vena puncture & EKG preferred. No evenings or weekends. Send resume to box 606, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

RN OR LPN - 3 nights per week. OB experience helpful. Apply: St Vincent & Sarah Fisher House. Farmington Hills. Ask for Sister Catherine. 626-7327

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Birmingham-Troy area. Call between 10 AM and 4 PM.
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Full and part time. PM Shift.
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Permanent part time position Mon. thru Thurs. 3:30-8:30PM. Birmingham clinic. Pegboard system, light typing.
644-7077

ULTRA SOUND TECHNICIAN - Registered. Experienced B-Scan of Abdomen & Pelvis. Full or Part-time. Will consider new graduates. Private practice. Garden City.
425-8844

502 Help Wanted Dental-Medical

WANTED experienced medical assistant, hours and wages negotiable. Send resume to: R.S. Cieniega, Box 2252, Livonia 48152.

504 Help Wanted Office-Clerical

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FULL & PART TIME
Experienced accounting persons are needed immediately in the north suburbs and Detroit area. Part time pays $40 a day, full time to $12,000, plus overtime and benefits. If you want additional income, call Sharon or Judy.
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Livonia, 478-3500

ADMINISTRATIVE Assistant with shorthand needed by pressure Troy area temporary job. 8? hour. Call Temporary Services. 454-3810

ADMINISTRATIVE ASSISTANT
Must be experienced bookkeeper with minimum of three years experience required for this one person office. Send resume and salary desired with first letter to: Controller, Suite 1548, American Center, Southfield, MI 48034.

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For career start in top firm offering spot in VP suite. Shorthand or dictaphone a must. Fee Paid.
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BOOKKEEPER
Full charge thru trial balance, Southfield office. Call Cindy. 552-6222

504 Help Wanted Office-Clerical

BOOKKEEPER - full charge with experience in payables, general ledger and accruals required by Southfield Real Estate developer. Immediate opening. Call Beacham & Roeser.
352-3950

BOOKKEEPER - full charge, with knowledge of job costs accounting, type 70 WPM, for young, prestigious Southfield firm, benefits, $15,000. Fee paid.
LOIS RAY
PERSONNEL
SOUTHFIELD 559-0560

BOOKKEEPER - General ledger, knowledge of payroll & sales taxes. Send resume to: Paul Gusho, Schmaltz & Co., CPA's, 950 American Center, Southfield, Mich., 48034

BOOKKEEPER needed for small drug store chain in Farmington. Experience & references required. Call for an appointment.
476-6250

BOOKKEEPER - Part time. With computer knowledge for dental office. Plymouth location. 455-3010

BOOKKEEPER
PART TIME
TWELVE OAKS MALL
Mature individual needed as part time Bookkeeper. Approx. 20-25 hrs. per week. Must be high school grad, possess strong figure aptitude & be detailed oriented. Attractive hourly salary, employee discount. Apply in person.
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BOOKKEEPER/Receptionist
Full time, experience needed. Johns Corvette Cars. Kathy, 531-8042

BOOKKEEPER-RECEPTIONIST
Experienced Westland area. Call Alex Bardy for an appointment.
422-3440

BOOKKEEPER, Southfield medical clinic needs part time, full line bookkeep to trial balance. Call Mrs. Schulman. 368-5142, ext. 247

BOOKKEEPER - with GM accounting knowledge wanted. Apply in person.
Gene Merollis Chevrolet
31850 Ford Rd.

BUSY CONSTRUCTION Equipment Maintenance Department needs well organized person for typing, record keeping, TWX operation and EDP. Send resume to Box 653, Novi, MI 48050.
An Equal Opportunity Employer

FULL TIME position open in Farmington Hills sales office. Good typing & clerical skills needed. Please phone for appointment. Mary Branchick 477-7185

CLERICAL, Permanent part time position in our Southfield office. Approximately 12 hrs. per week. Must have office experience helpful. If interested contact Diana Lennard.
355-9300, ext. 6253

FLORISTS TRANSWORLD
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29200 NORTHWESTERN HWY
SOUTHFIELD, MI 48037
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DATA PROCESSOR
Growing computer service company desires a data entry and operator of mini computers 1 year experience word processor, computer operation and insurance. Good math background a must. Please call: 353-5600

ESTABLISHED LIFE Insurance agent seeks 30-hour assistant. Telephone solicitation, general office duties. Interest in-town travel. 12 Mile Southfield. Call Mrs. Hagaman, 8 30AM-5PM- 557-5050

FULL CHARGE Bookkeeper with excellent typing skills. Small insurance Troy area job. $7 hour. Call: Temporary Specialists 354-3810

GENERAL ACCOUNTING
Heavy accounts payable payroll experience required. We need someone not afraid to work, well organized, preferably with EDP exposure. Strong accounting background and leadership qualities a must. Send resume to:
P.O. Box 633, Troy, MI 48099
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GENERAL OFFICE - part time.
Livonia office seeks high school student for sales department. Approximately 5 hours daily. Reply to box 322 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

504 Help Wanted Office-Clerical

ADVERTISING - Firm needs secretary for their growing agency. Lots of phone contact, must be used to working with quotes. $10,500 plus benefits & fee paid.

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Southfield
352-7490

999 W. Big Beaver, Troy
(suite 100)
362-1180

2239 S. Telgraph
Bloomfield Hills
642-9650

3233 Woodward Ave.
(S. of 12 Mile - Berkley Square)
Berkley
398-7900

100 Renaissance Center
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