504 Help Wanted Office-Clerical

- ACCOUNTANT -
Ambitious Self-Starter wanted for position with growing Construction & Management Co. Candidate must be A Quick-Study who is willing to learn the business from the bottom up. Minimum requirements are: College Degree with a Major in Accounting with 1 to 3 years experience with a CPA Firm. Send resumes, including Salary requirements, to: Mr. Roberts, 3250 W. Big Beaver, Suite 105, Troy, Mi. 48084.

ACCOUNTING CLERK TRAINEE $12,000
Large established company will train individual with strong figure aptitude and general office background. Complete fringe package with dental, optical and tuition assistance. Fee Paid.
525-7870
SHARROW & ASSOCIATES
27828 Ford Rd., Garden City, 48135

ADMINISTRATIVE ASSISTANT - full charge bookkeeper, job costs accountant, excellent typing & some experience. Prestigious Southfield firm, benefits, $15,000, fee paid.
LOIS RAY PERSONNEL
SOUTHFIELD 559-0560

ASSISTANT CONTROLLER
W Detroit wholesaler needs person with accounting degree & 1-3 years experience with accounts receivable, accounts payable, inventory & journal. Send resume with salary requirements & past salary history to Controller, PO Box 10129 Detroit, Mich. 48210

ATTENTION
TYPISTS SECRETARIES WORD PROCESSORS
Work a week or a month and earn top hourly rate.
RAISES
NO FEE
HOLIDAY PAY
Suburban Office Services
FARMINGTON 477-9840
ROCHESTER 651-1500

BE A PART OF THE BIGGEST
TEMPORARY HELP SERVICE
We need experienced word processors, secretaries & typists with 60-65 WPM. Call for an immmediate appt
MANPOWER
TEMPORARY SERVICES
LIVONIA 478-1130
TROY 585-5595
TAYLOR 283-1860

BEGIN
Training with top area firm. Strong steno speed and accuracy count. Free parking and benefits. Fee Paid.
562-8900 649-4144
HARRIET SORGE PERSONNEL

BOOKKEEPER - Experienced thru Financial Statements, for CPA Firm. Computer knowledge helpful. Call Mornings, 8AM-10AM. 645-0676

BOOKKEEPER - experienced. Full charge. Send resume & salary history to G.L.R.C., 24558 Indoplex Circle, Farmington Hills, Mi. 48024

BOOKKEEPER GENERAL Office thru trial balance, pegboard experience. Livonia based construction company. CPA recruiting for client. Send resume to Box 646 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

BOOKKEEPER - GENERAL OFFICE
Good typing, computer experience on B-800 or hard disc, to trial balance. Small payroll. $13,000 minimum range. Full benefits. Fee Paid.

RECEPTIONIST - TROY
Dictating equipment background, excellent math ability. MATURE, 10 key experience, accurate typing. $750 per month. Full benefits. Fee Paid.
BETTY HAMIL PERSONNEL
Southfield Rd., Lathrup Village
424-8480

BOOKKEEPER Growing insurance office in Southfield needs a full charge bookkeeper with knowledge of Accrual method & office management experience. Good public relations skills a must. References required. Competitive benefit package. Salary commensurate with experience. Send resume to Box 650Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

BOOKKEEPER needed, full charge thru trial balance & prepares monthly profit & law statements, must have travel agency experience. Birmingham location 540-0440

BOOKKEEPER - Southfield based firm requires experience & a working knowledge of Accruals. Send resume & salary requirement to PO Box 640 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

BOOKKEEPER/ TYPIST
$10,000 plus. Accurate typing, enjoy working with numbers, experience with accounts payable, accounts cash, a plus. Wide variety of duties, excellent vacation plan. Call the Clerical Department.
SNELLING & SNELLING
TROY - 649-5900

BOOKKEEPER. Part time: 8AM-12 Noon. Must be experienced in Accounts Payable & Accounts Receivable. Apply at 30579 Ford Rd., Garden City.

CAREER SPOT
More than just a secretary! Rapidly expanding equal opportunity employer has several openings for highly motivated people with good clerical & organizational skills. If you thrive on challange, responsibility & customer contact this is for you! Salary $950-$1050 per mo. Full benefits, fee paid. Call Sheri Hill for personal interview
AMERICAN
PERSONNEL 355-5526

CHIROPRACTIC office assistant, office experience preferred. Typing, billing, etc. Clawson 585-9141

CLERK DISPATCHER - City of Garden City is currently accepting applications for the position of Clerk Dispatcher in the Police Dept. Applicants must be Garden City resident and have high school diploma or equivalent. $4.55 per hr. Interested parties should make applications at City Hall, 6000 Middlebelt Rd. Garden City, Mi. between 8:30-5pm daily Mon. thru Fri. Applications will be accepted until June 4, 1982. City Of Garden City is an equal opportunity employer Male/female

- CITY OF WAYNE -
Applications for Clerk/Dispatcher will be accepted at: Wayne City Hall, 34808 Sims Ave. until 4pm, Fri. - June 4, 1982. Duties include: Clerical & Record Keeping tasks, Operating Lien Machine & Central Dispatch System for Police & Fire Calls. Applicants must be High School Graduates or equivalent; able to work rotating shifts; type 40WPM & able to handle several tasks at a time during stressful situations. Previous experience desirable. Both a Written Examination & an Oral Board Interview are required in the selection process.
An Equal Opportunity Employer

CLERICAL OPPORTUNITIES
CLAIM SERVICE CLERKS & ASSISTANTS
Someone who enjoys opening mail, filing & some CRT work. Will also do photocopy work, outgoing mail & other misc. duties.
Jobs are located in Plymouth
Please call Mrs. Abick
827-7201
For an appointment between 8am-4:15pm. Interviewing will be conducted on Mon. June 7, 1982, between 1-4pm.
TRAVELERS INSURANCE CO.
Equal Opportunity Employer M/F

CLERICAL
Part time, daily 10am-3pm. Typing, phone, misc duties
Rochester 651-6035

COLLEGE STUDENTS
APPLY NOW
SECRETARY
SR. TYPIST
WORD PROCESSOR
We have long & short term assignments close to your home. Call now.
SOUTHFIELD 569-7500
LIVONIA 525-0330
DEARBORN 565-8060
WITT SERVICES
The Temporary Help People

COMPUTER OPERATOR - Will train. Troy law firm needs person with good typing skills and math aptitude to assist with computer operation. Salary open, good fringe benefits. 879-5150, Ext. 100.

COST ACCOUNTANT
Major firm seeks degreed professional with minimum 3 yrs. experience in manufacturing or fabricating cost details. Successful candidate should be familiar with both manual & computerized systems & have some production and inventory control background. Salary $16,000 to $18,000, full benefits, fee paid. Call Sheri Hill for personal interview.
AMERICAN
PERSONNEL 355-5526

COURT REPORTERS
And legal secretaries needed. If you have experience please call for an immediate appt.
MANPOWER
TEMPORARY SERVICE
478-1130

CRT DATA ENTRY OPERATOR, experienced with extensive bookkeeping background. Northwestern Hwy - Lahser area 354-9780

DESK RECEPTIONIST needed for recreational club. Must have excellent phone manners, be friendly & outgoing. Will be responsible for cash drawer, scheduling of events & handling busy phones. Hours 3-10:30PM. Send resume to: Box 638, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

DIVE INTO OUR POOL & FIND YOUR SLOT
YOU CAN WORK A LITTLE OR WORK A LOT
We need:
SECRETARIES
SR. TYPISTS
MEDICAL/LEGAL
GENERAL
CALL 478-8352
PERSONNEL POOL
29200 Vassar, Livonia
(suite 145)
Temporary Help Since 1946

EXPERIENCED LEGAL Secretary for 2 to 3 attorneys in Southfield firm; IBM Display Writer equipment; benefits. Salary commensurate with experience. Call Mrs. Golstein, 353-7620

Ex-Secretary WANTED
Come back to work for CDI Temporary Services. Don't let your typing and shorthand skills lie idle. Immediate openings
CALL KAREN or TERRY at:
CDI
TEMPORARY SERVICES
259-7516 352-1005

FARMINGTON Hills law firm looking for full time experienced Legal Secretary. Pay commensurate with ability. 626-3448

FULL-CHARGE BOOKKEEPER
Ambitious Self-Starter wanted for position with growing Construction Management Co. Candidate must be a Quick-Study who is willing to learn the business from the bottom up. Must have 2-3 years recent experience, holding a responsible position within a small to medium size Accounting Dept. Send resumes, including Salary requirements, to: Mr. Lawrence, 3250 W. Big Beaver, Suite 105, Troy, Mi. 48084.

GENERAL CLERICAL
Some office experience helpful. Permanent position.
Employment Center 540-6151

GENERAL OFFICE Duties - Experienced. Type 55-60 WPM. For information, call 348-2076

GENERAL OFFICE, full time. Typing, telephone and various office duities. Call 626-6721, or call after 5 PM. 642-4274

GENERAL OFFICE - Permanent, full-time. Typing, bookkeeping, take Service Calls. Benefits. Shaefer, 8 Mile (Detroit) area. For interview, call 342-6779

GENERAL OFFICE-FULL TIME
Livonia office seeks Receptionist/secretary with shorthand & clerical skills for various office duties, average typing, record keeping & telephone answering. Reply to Box 622 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

GENERAL OFFICE OPPORTUNITY PLUS
Leadership qualities recognized here! Get ahead with this well established company. Good typing for this. $12,480. Call now!
SNELLING & SNELLING
Southfield 353-2090

LEGAL SECRETARY for small Southfield firm. Minimum 3 years experience. Excellent typing & organizational skills required. Permanent part time with option to expand full time. 478-4771

LEGAL SECRETARY
Prominent Birmingham Law firm in Bingham Farms Center desires experienced Legal Secretary with excellent typing skills. Salary commensurate with experience. 644-4433

LEGAL SECRETARY for corporate & tax law firm in Southfield. Position offers potential for advancement. Excellent typing skills required, willing to train on Word Processing equipment. Experience in general clerical duties necessary. Contact Marie: 358-0750

LEGAL SECRETARY
Experienced - for large Troy law firm. Shorthand required. Excellent salary & benefits. Call John Moline 649-3200

LEGAL SECRETARY PART TIME
To work evenings. Flexible hours. Southfield law firm. Legal experience required. Excellent salary. 353-7550

LEGAL SECRETARY. Rare opportunity. Birmingham lawyer will train sensible, educated woman in law & paralegal & pay her education expense. Nice environment, immediate. 645-0750

LEGAL SECRETARY - Troy firm needs secretary with liability experience. Will train person with acceptional aptitude. Must be proficient with dictaphone & type at least 70WPM. Idea working conditions, salary open. 879-5150 ext 110

LEGAL SECRETARY, experienced for small Birmingham law firm. Call Ginger 646-1717

LEGAL SECRETARY - experience desired in personal injuries & medical malpractice field, suburban Redford office, adjacent to expressway. 255-4720

LEGAL SECRETARY for law firm in Birmingham. 1-2 years legal experience necessary. Must have excellent typing skills, no shorthand necessary. Call Mrs. Jackson. 642-2992

LEGAL SECRETARIES
Experienced legal secretaries needed for permanent & temporary assignments in the metro & suburban areas. Call now or send me your resume.
ALL FEES EMPLOYER PAID
JOANNE MANSFIELD LEGAL PERSONNEL
1750 Maplelawn, Troy, Mi 48084
649-2476 649-0788
Eves & Weekends, 851-2058

LEGAL - WORD PROCESSING
Must have good legal background. Will train on word processor. Full time in Southfield law firm. Call: 552-1000

LIFE INSURANCE SERVICE Company specializing in premium payment administration located in Southfield (Northland area), seeks a person with bookkeeping skills to do computer oriented work. Salary range $10,000 to $12,000. Please send resume to: Mrs. Knakal, Campbell Services Inc., 21700 Northwestern Hwy, Suite 1070, Southfield, Mi. 48075. OR call 559-5955

LIVONIA CPA Firm desires an experienced & mature individual. Statistical typing & bookkeeping experience a necessity. 427-2030

LOOKING for career minded mature person for prestigious 1 man life insurance office in Bloomfield Hills. Strong secretarial skills essential. Full & part time available. Experience & references required. Call Mon thru Thurs. 855-4442. Fri. only 647-1111

NOVI AREA - secretary for manufacturer's rep office, type 65 WPM, shorthand 80, 1 yr. experience required, will handle all typing, phones & filing. Must be flexible & able to handle fast paced day. Data processing experience a plus. Full time. 349-0263

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

ORDER ENTRY/GENERAL OFFICE
Must have at least 5 years order edit general office experience with above average math & typing skills. This individual must be accurate, detail oriented, quick, flexible & able to work under pressure. Send resume to Box 656, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

RECEPTIONIST with typing, payroll & job cost experience, secretarial skills helpful. Beech Daly & Schoolcraft area. 557-3700

RECEPTIONIST for Southfield Law firm, at least one year college or bookkeeping knowledge required plus some typing ability. $650 per month to start. 353-7575

RECEPTIONIST/TYPIST, for CPA firm. Must have excellent phone manner and type accurately at 60 WPM. Send resume to Pagac & Co., 4190 Telegraph Rd., Bloomfield Hills, MI 48013

RENTAL AGENT
Part time position available with apartment complex in Novi/Bloomfield area. Office skills necessary. Sales experience preferred. Salary and benefits commensurate with skills. Send resume to: Box 654, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

SALES ORDER DESK - Troy distributor has opening for an experienced sales order desk professional, good mechanical aptitude a prerequisite, full time - permanent position. Send reply stating education, experience & salary history to Box 600 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

SECRETARIAL ASSISTANT - EXPERIENCED in all office procedures. Part time, flexible hours, Farmington Hills area. Send resume to: Peter Blom Industrial Sales, 29226 Orchard Lake Rd, Farmington Hills, MI 48018.

Secretarial
Immediate opening. Typing and figure work. Must be organized, mature, self-reliant & experienced. Farmington Hills area.
626-8842

SECRETARIAL, position offered. Part time, potential full time. Must require shorthand, typing, good with numbers. Farmington Hills. 553-2910

SECRETARY ASSISTANT to business manager. Experienced, qualified. Must have minimum 2 years college plus 5 years work experience. Diversified skills. Highly dependable & responsible. Must have references. Ferndale area. Call 545-5055

SECRETARY
Be Your Own Boss
BRIGHT FUTURE.....awaits you with suburban firm. Your good secretarial skills, figure aptitude and experience will be rewarded with a good starting salary. Benefits include dental and company pays our fee. CALL TODAY for an interview this week.
PERMANENT STAFF
SOUTHFIELD 353-0505

SECRETARY/General office manager. Troy company seeks experienced secretary, excellent typing & office skills, some bookkeeping, good phone personality, some phone canvassing. Send resume, references & salary requirements to: Box 630, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

SECRETARY
Guardian Industries located near Northville has an opening for Secretary in the Data Processing Division. Responsibilities are wide ranging and include typing, processing divisional accounts payables, answering phones, ordering supplies, etc.
We require several years office experience and excellent communication skills. Exposure to word processing is a plus. Shorthand is not required. We offer a competitive salary along with a complete employee benefit package. For immediate consideration, forward a resume to Robert Merrick.
GUARDIAN INDUSTRIES
43043 W. 9 Mile Rd.
Northville, Michigan, 48167
Equal Opportunity Employer M/F

"SECRETARY IN CHARGE"
Run a small beautiful sales office for auto-related manufactureres rep. Good skills and related experience for this choice position. $13,000.
SNELLING & SNELLING
Southfield 353-2090

SECRETARY
Must take shorthand and have excellent typing speed and good appearance. Opportunity to grow with new company. Call Mr. Sweet. 559-1730

SECRETARY
Needed for Farmington Hills CPA office. Full time. Call for appointment, 9AM-5PM, Mon. thru Fri. 474-2110

SECRETARY NEEDED for Plymouth real estate office. Real estate office experienced preferred. Contact Mary Lou Guilbault. 453-2210
HITCHCOCK GALLERY OF HOMES
453-2210

SECRETARY/OFFICE MANAGER
Small Troy firm, Big Beaver & Coolidge area, requires general office skills, some customer phone contact involved. Send resume to #648 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

SECRETARY/OFFICE CLERICAL
Local Consulting firm has an opening for a Secretary/office clerical to work 30 hours per week at a project site in Warren, Michigan. Strong analytical skills & ability to work with minimal supervision required. Please send resume to Box 642, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd, Livonia, Michigan 48150

SECRETARY - PART TIME
Monday, Wednesday, Friday. 9 AM to 5 PM. Good typist. Troy area. For interview call 689-5244

SECRETARY - part time, flexible hours for law office. Legal experience not necessary. Spanish speaking preferred but not necessary. 358-4104

SECRETARY/RECEPTIONIST - for Birmingham real estate company, must have pleasanat phone manner, good typing skills & be organized. Real estate experience preferred, excellent salary. 644-1272

SECRETARYS TYPISTS WORD PROCESSORS
Top paying temporary assignments available. No Fee.
Call today for interview
UNIFORCE
TEMPORARY SERVICE
1000 S Woodward Birmingham
646-7660

SECRETARY-TYPIST for Southfield CPA firm. Must have good statistical typing skills. Salary open. Reply to: Box 614, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

SECRETARY wanted for builder's office, in Southfield. Shorthand a must. Must have experience & references 557-0172

SECRETARY with dictaphone experience & excellent skills needed in West Bloomfield. Must be detail oriented & be able to think & act on your own. Lots of potential, including some management functions. Good phone manner. Send resume to box 638, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

SUPER SALES - secretary, for manufacturer's rep, located in Troy, ideal candidate has good figure aptitude, clerical skills & an outgoing personality. Plush office & good benefits, salary $12,000 to $14,000. Your fee is paid
ADAMS & MARTIN
PERSONNEL
1000 S Woodward Birmingham
646-5600

TYPIST
Friendly suburban company will train self motivated person with several years full time office experience. Typing of 65WPM, some college preferred, dictaphone a plus. Excellent benefits and company pays our fee. Call now for a personal interview.
PERMANENT STAFF
LIVONIA 522-4210

TYPISTS
Secretaries
General & Legal
WORD PROCESSORS
NO FEE - TOP PAY
BONUSES
BENEFITS
FRIDAY PAY
Detroit 962-9650
Southfield 354-0555
OLSTEN
Temporary Services
Equal Opportunity Employer M/F/H

WORD PROCESSING OPERATOR for Southfield law firm. Permanent part time. All day Saturday and Sunday. Legal experience preferred or will train. Send resume to Box 103, 3000 Town Center, Southfield, Mi 48075

504 Help Wanted Office-Clerical

SECRETARY/LIVONIA

Busy, deversified sales office seeking aggressive individual to work in 2 person office. Duties include normal secretarial responsibilities with excellent typing (70 wpm); shorthand desirable but not essential. Pleasing, well mannered phone communicative skills and ability to handle figures accurately are essential. This is not a summer job. Applicant should be a high school graduate with college helpful. 2 TO 5 YEARS EXPERIENCE AND WILLING TO START IMMEDIATELY.

We are an automotive supplier located in Livonia with pleasant working conditions and offer full medical benefits.

Please apply in person on June 2, 3 or 7 & 8 between the hours of 9 & 3, OR CALL FOR AN APPOINTMENT.

Please bring resume with salary requirements.

California Industrial Products, Inc.
12150 Merriman (Between Plymouth Rd. & I-96)
Livonia, Michigan 48150
525-6500

505 Help Wanted Food-Beverage

DELIVERY HELP WANTED
Part time, 18 or older with own car. Apply in person: Dino's, 18 Mile & Dequindre, Troy, after 4pm.

EXPERIENCED PREP COOK: Soups, quiches & homemade specialties preferred, days. Apply in person: Silvermans Restaurant, 41600 Ten Mile & Meadowbrook, A & P Shopping Center, Novi.

EXPERIENCED WAITRESS/Waiter Apply in person: Silvermans Restaurant, 41600 Ten Mile & Meadowbrook, A & P Shopping Center, Novi.

HARDEE'S FOOD now accepting applications for day or closing positions.
Apply 22565 W. 8 Mile

HOSTESS/HOST
Permanent full time position available and part time permanent & summer positions available. Apply in person only:
ORIGINAL PANCAKE HOUSE
19355 W. 10 MILE RD.
(Between Southfield & Evergreen)

MANAGERS/ASSISTANT Managers. Seeking poised and personable front of house person with back of house experience and know-how. Apply in person, Lazy Lion Restaurant, 2235 Orchard Lake Rd. W. Bloomfield. 858-8840

MOY'S RESTAURANT - 16825 Middlebelt, bartender wanted, apply in person, see Jerry

POSITIONS AVAILABLE
For qualified individuals. Salad position requiring one year's experience. Cook position requiring 2 years experience. Full time days & nights. Must be flexible. Utility position available part time weekends. Apply, Eden Glen, Wed., June 2, 6pm - 7pm. 649-1315L

SHORT ORDER COOK - Experienced - especially for Breakfast. Apply in Person, at: Van's Place, 25710 Ford Rd., Dearborn Hts. (at Beech Daly).

Steak and Ale
Now Hiring experienced
COOKS.
Apply between 3-5PM at:
24666 Northwestern Hwy.
Southfield

WAITRESSES/WAITERS
Full and part time positions available
Hours must be flexible
Apply in person only:
ORIGINAL PANCAKE HOUSE
19355 W. 10 MILE RD.
(Between Southfield & Evergreen)

WAITRESS/WAITERS, 3 - 4 nights, must have fine food & cocktail experience. Call for appointment, Grand River-Telegraph area. 537-1450

WAITRESS-WAITER BAKER
Short Order Cooks
All applicants must be EXPERIENCED. Apply between 7am-3pm
Westworld
(Formerly Hawthorn Valley)
Merriman & W. Warren, Westland.

505 Help Wanted Food-Beverage

ACCEPTING Applications for cooks. Apply in person, 2:30PM-5PM at John Laffrey's Vineyards, 29230 Franklin Rd, Southfield. No phone calls please!

BAR PERSON with grill experience. Apply 8 to 10 AM. 26201 Michigan Ave., Inkster.

BUS PERSONS
Full and part time positions available
Day and afternoon shifts
Apply in person only:
ORIGINAL PANCAKE HOUSE
19355 W. 10 MILE RD.
(Between Southfield & Evergreen)

DELI counter person, waitress/waiter. Experienced. Farmington Hills area
Call Gary, 2-5pm
851-5444 or 557-4875

506 Help Wanted Sales

ABLE TO BE YOUR OWN BOSS
Farmers Insurance Group...Offers complete training program, minimum guarantee per month. Learn without disturbing present job. 557-3266

ACT 11 PARTY PLAN - jewelry sales, no investment, no delivery. For interview call 471-1681. 534-6865

ADVERTISING SALES PERSON
To work on sports/law enforcement oriented newspaper special edition. Must have experience selling advertising space, tickets or other intangibles. Excellent opportunity for substantial earnings & rapid advancement to management level. Draw against liberal commission.
Call Chuck Evans after 4pm 336-6700

APPRAISAL TRAINEE
Local office of a National Organization needs two full time career minded individuals, willing to work hard. We offer training, earn while you learn, choice of location, potential, first year earnings in excess of $22,000. Call Roy between 10-11am at 476-7000.

ATTENTION: AMERICAN Guild needs high schools students for telephone sales. $3.35 an hour to start. Many bonuses. Monday - Thursday; 5PM-9PM. 533-8313

ATTENTION HOMEMAKERS!
MERRI-MAC needs several Supervisors in this area. Party plan experience necessary. Car and phone needed. Gifts, toys, home decor. No investment, delivery, collecting. Also hiring Demonstrators. Call free. 1-800-553-9077

ATTENTION! Phone solicitation, no selling involved. Call from your home. Paid weekly. Call Dan Nay. 875-5151

ATTENTION!
Phone solicitation, no selling involved. Call from your home. Paid weekly. Call Dan Nay. 875-5151

BEAUTY CONSULTANTS, 3, wanted to teach skin analysis and cosmetic application. For appointment, call 981-5180

PROFESSIONAL door-to-door canvassers wanted for home improvement industry. Dollars unlimited if willing to work. Call now. 855-3400

CHURCH CONSULTANT
The #1 company of it's kind has a rare opportunity for a part time person, male or female. You will be working with churches in a sales/public relations capacity.
WE OFFER
1. $10,000-$12,000 a year
2. $100.00 week draw.
3. Gas Allowance.
4. Expense paid training school at home office.
5. On the job training.
All supplies.
7. Protected territory.
YOU OFFER
1. Good personality.
2. Self-starter
3. Automobile.
4. Desire to succeed.
United Church Directories offers you an unique opportunity. Send resume and phone number to:
Larry K. Robertson
7916 Millsboro Rd.
Box 507
Galion, Ohio, 44833

COLLEGE STUDENTS
Earn big money selling coffee service to businesses. We provide training, expense money & commission. You need aggressiveness, neat appearance, some sales experience & your own car. Apply in person only Custom Coffee Service, Inc., 914 W. 9 Mile Rd., Ferndale.

CONQUEST
Michigan's only statewide newspaper serving 3 million seniors and handicappers offers attractive commission sales for advertising SALESPERSONS. Retirees welcome. Call:
313-522-8040

DIVERSIFY YOUR INCOME
Through our marketing plan
Call 681-1376

DRAPERY SALES
Full time. Experienced all phases of window treatments.
Call Mrs. Gold: 626-4313

EARN $700 - $5,000 Monthly. Full or part-time in Sales Management. Benefits can include: Car, Tax Shelter, Retirement. Interview, call 349-7355

EXCELLENT SALES opportunity working with diamonds, precious gems & gold jewelry at a fine established jewelry store. Sales experience preferred. Inquire at Orin Jewelers, Garden City. Photograph required. 422-7030

EXPERIENCED Canvasser, full or part time. Prefer someone with real estate or securities license. Call 855-6470

EXPERIENCED SALESPERSON - Wanted. Highly motivated for womans specialty store in Birmingham, part time now to full time by Fall. We are growing with Birmingham. Call for appointment between 9:30AM-5PM Mon. thru Fri. 642-3786

FOOD SALES REPS., High Commissions; Benefits & Travel Plan. Must be ambitious & self-motivated. Call: Carl Spence, Noon-5PM, 533-7711

EXPERIENCED SALES PERSON to act as Leasing Agent for Luxury Suburban Apartment Complex. Full-time position. Must be available weekends, possess basic Office Skills, be extremely articulate & well-mannered. Real Estate experience preferable though not required. Call & ask for Miss Wilson, at 352-1857

FURNITURE SALES - Mature person, experience preferred, neat appearance. Excellent earnings & benefits. Bedland, Inc., Mr. Lawton, 356-2222 or 442-5688

GANTOS... where fashion becomes a challenging career opportunity. Part-time sales available for mature individuals willing to work a flexible schedule. Apply in person to: Gantos, Renaissance Center.

HANDICAPPED
Growing company has positiion for 3 ambitious hardworking individuals who are physically handicapped or disabled to take orders over the phone for our products. No experience necessary. $4-$8 hourly. Call Novah of Michigan between 9-1pm or 5-9pm 277-3322

IF YOUR PRESENT income does not meet inflation our marketing plan can do it if you qualify. 681-1376

INSURANCE AGENT - Retain identity, reduce overhead. All lines agency, Birmingham area, has office space with private offices, experienced service personnel. Inquires handled in strictest confidence: C/O Insurance Agency, P.O. Box 291, Birmingham, Mi. 48012.

LAY-OFFS WORRYING YOU?
Start now to learn the insurance business in your spare time. Farmers Insurance Group offers: free licensing classes, free sales training, opportunity to go full time with monthly guarantee after training. Days, 981-5220: Eves, 397-0805

LICENSED AGENTS. Pleasant office, encouraging commission schedule, excellent location; listings to get you started. Laverne Eady & Associates Inc. 626-4711

LICENSED REAL ESTATE SALESPERSONS
Become a member of the World's largest Resort Time-Sharing Market Co. and involve yourself with the fastest growing industry in today's Real Estate Market. Training provided. For confidential interview, contact:
Marlene Gasvoda, Plymouth Office, 453-2210;
or Hall Hess, Birmingham Office, 644-7456.
HITCHCOCK GALLERY OF HOMES
453-2210

LOCAL AMWAY Distributor offers opportunity for good earnings in a business of your own. For interview call after 6pm. 464-3920

MANAGER TRAINEE
We are seeking two ambitious hard-working individuals who are & must be physically handicapped or disabled to train to manage our marketing offices (inside sales) Direct or phone sales experience required. Potential earnings $15,000-$30,000 yearly with benefits, & permanent position. Call for appointment. Novah of Michigan between 9-1pm or 5-9pm. 277-3322

NEW YORK TIMES
Seeks experienced phone solicitors please call & ask for Mr. Starler
552-9600

OPPORTUNITY
Full time openings for SALES MANAGER TRAINEES. Company training plus rapid advancement. Call for appointment.
453-2940
ULTRA AIR INDUSTRIES

- PART-TIME -
JEWELRY SALESPERSON
20-25 hours per week including 2 or 3 nights. Available for person with significant previous experience. Applicant must be mature, capable of working in a fast track situation and have excellent references.
Murray's Ace Hardware & Jewelry
27207 Plymouth Rd., Redford
Call Mon. thru Fri., 2-5PM.
937-9240

PART TIME Retail Service Representative. National Health & Beauty Aids manufacturer has an immediate opening for Retail Service Rep to service established accounts in metro Detroit area. Experienced preferred, but not necessary. 20 hours per week, plus travel time expenses. Please send resume to Box 612, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

Personnel Consultant
Interview and screen job candidates. Qualified individual will be self-motivated to develop new accounts and have the ability to work in a professional service environment. Excellent first year potential. Benefit package with dental.
525-7870
SHARROW & ASSOCIATES
27828 Ford Rd., Garden City, 48135

PHONE CANVASSERS
Experienced. Salary plus commission. Ask for Carl between 1 & 6 PM.
559-7773

PHONE SALES - from Home! $300. to $400. per week - Commission possible. No experience necessary - just a Need for Money. 446-6806

PHONE SOLICITING JOBS available. Ambitious persons with experience. High Commission. Call between 4-6PM. 837-6935

PHONE WORK
No selling, top wages, mature persons, experince need. Call Mon. thru Thurs. after 4pm 277-0901

QUEENS WAY TO FASHION
Join us now. Be your own boss. Set your own hours. Earn the income you want in the exciting world of womens fashions. Call:
476-0518
261-3269

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:
FRED MIOTKE
Century 21
Gold House Realtors
459-6000

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 confidential interview.
HITCHCOCK GALLERY OF HOMES
453-2210

SALES HELP
Experienced. Please apply in person, Leyton's, Orchard Mall, Maple & Orchard Lake, W. Bloomfield.

SALES POSITION AVAILABLE
Excellent career opportunity to learn interesting field. Good advancement opportunities. Must be sincere and able to work with people on phone. Only ambitious people who want to get involved in their work need apply. Call between 10am-12 noon. 557-3353

Summer Jobs Can Be Beautiful
Sell Avon. You must be 18 or over. For more info, Call
553-7866

TEACHERS LOOKING for management & marketing summer work. Expanding business in area-looking for key people. For interview, send resume to GFA, P O Box 161, Wayne, MI 48184

TEACHERS with uncertain future in Education can use their talent which may earn themselves considerable income. For business opportunity, call for interview, 981-5180

WALLPAPER SALES PERSON
Experienced Only Apply
Call Mrs. Gold 626-4313

WANTED
Two people for large direct sales corp. Benefits, bonuses, when qualified. For interview, Call between 8-9am Only, ask for Mr. Newell. 561-2762

WANT TO BRIGHTEN YOUR DAY?
A little moonlight can put a lot of sunshine in your life. Earn extra income in your spare time. Phone local Amway Dist. for information. 455-9132

WAREWASHING SALES SPECIALIST
Must have a minimum of 2 years experience in institutional cleaning product sales & injection equipment installation. Call between 8-5pm 313-554-0271

YOUNG PROFESSIONAL SALESMEN wanted for home improvement industry. Big dollars if willing to work, the sky is the limit. Call now. 855-3400

$20,000 Yr. Plus
NO EXPERIENCE NECESSARY
FREE TRAINING
For more information call
CENTURY 21
Today Realtors
CAREER DAY
Sat. June 5, 11 AM
Call for Reservation
Farmington/Ron Miller 478-1040
Westland/Larry Buckmaster 525-7700
Redford/Jon Ruud 538-2000
Livonia/Tom Lewarne 261-2000
Lathrup Village/Bill Cavanagh559-4488

506 Help Wanted Sales

FANTASTIC OPPORTUNITY

Be a part of an exciting new concept. The Condominium Group of Southfield is handling marketing and sales for Five Thousand at Town Center, a new high rise condominium.
If you have Real Estate sales experience in luxury products and/or new construction and a proven record of success, we want to talk to you. Condominium knowledge and formal sales training is a real plus.
Please send resume as soon as possible to:

4000 Town Center, Suite 190
Southfield, MI 48075
Richard Stopa, Associate Broker

507 Help Wanted Part Time

COLLECTOR
(PART TIME)
We are seeking individuals to do phone collection work. Approx 17 hours per week. The hours will be 5:45pm to 9pm, Mon thru Thurs & Sat from 9am - 1pm. Excellent communications skills a must. Collection experience helpful but not necessary. We will be accepting applications on Tues only, 9-11am or 1-3pm.
MANUFACTURERS HANOVER MORTGAGE CORPORAION
27555 Farmington Rd
Farmington Hills, Mi 48018
corner of 12 Mile Rd
An Equal Opportunity/Affirmative Action Employer M/F

EIGHT 1983 SENIORS each from Garden City East, West & John Glen High Schools. Inquire at McFerran Studio, 6629 Middlebelt, Garden City, across from East High. Do not phone.

EXEC HOUSEKEEPER
PERMANENT part time housekeeper-must adjust to flexibility in scheduling of hours. A minimum of 4 days, 6 hours per day is required. Uniforms provided & prior cafeteria experience is desirable. This position requires a person that has the ability to deal effectively with people of all levels. Duties consist of routine housekeeping tasks in the executive suite, kitchen, executive dining room & employee lounge of our World Headquarters. If interested contact:
Diana Lennard 355-9300 ext 6253
FLORIST TRANSWORLD DELIVERY ASSOCIATION
29200 Northwestern Hwy
Southfield, MI 48037
Equal Opportunity Employer M/F

FINE PART-TIME OPPORTUNITY
Earn over $3.35 per hr, 5-7 hrs per week, servicing Greeting Card & Gift Wrap Departments in a local discount store. We need a responsible homemaker living in the area of 5725 Sheldon Rd., Plymouth. Please send a brief resume with your phone number & this ad to: P.O. Box 410, Taylorville, IL 62568.

HANDYMAN for light maintenance & gardening at small office building. Southfield & 12 Mile. 1-685-0425

PART TIME
Kitchen help
Over 18 years
Redford 476-2076

PART TIME - Service Manager. Reliable, honest, experienced or we will train. Call 689-9353
An Equal Opportunity Employer

PERSONS WANTED TO TRAIN
For Housecleaning
Rochester and Troy areas
652-4219

SALES PERSON, experienced in sales & cashier work. Part time evenings. Apply in person. Woman's World Shop, Northland Shopping Center.

STENOGRAPHER - take minutes of 1 meeting per month. Meetings start at 7:30 pm, shorthand & typing ability required. Call John 349-5570

508 Help Wanted Domestic

BABYSITTER - Grandmother type, 3 days a week & weekends. Own transportation & references. Bloomfield Hills. Call after 6:30pm. 338-8842

BABY SITTER needed in our home starting Aug. 2 for 3 month old. 8am to 6pm, Mon. thru Fri. Own transportation. 12 Mile & Orchard Lake, references. 478-3618

BABYSITTER. Good pay & benefits for right person. Mature woman to care for 2 young children. My home, 5 Mile/Hubbard area. Monday-Friday; 9AM-5PM. Call 12-4PM: 535-0065

CARING
COOKING
CLEANING
For 3 children
in West Bloomfield home
Flexible hours, own transportation
Call Mon thru Fri 9am-3pm.
569-1420

CLEANING LADY
wanted for Apartment Complex in Canton
Contact 981-3888

COMPANION for elderly gentleman, must be able to cook & drive, hours flexible, references required. Call after 6pm. 644-5548

LIVE-IN CHILD CARE & Light Housekeeping. Southfield area. Call Debbie, M-F, 9AM-5PM. 352-7124

COMPANION/NURSE, Live-in Bl. Hills, with drivers license. To help incapacitated mother with care of home & family. Ask for Mr. Bockoff 557-1155

DEPENDABLE PERSON for summer child care, my home, some light housekeeping, M-F, 8:30am-5:00pm. 13 Mile-Franklin Rd. Call after 5pm. 855-2872

HOUSEKEEPER/Babysitter. For live-in position. Mature, reliable person with recent references. Farmington Hills area. Start $80 weekly. 661-9352

HOUSEKEEPER. Live-in position for responsible, mature lady to care for my 2 girls in Bloomfield Hills home. Must be experienced. 851-0197

LIVE-IN HOUSEKEEPER for family with 10 month old. Cooking & cleaning. References required. Excellent salary! Bloomfield area. 855-3392

LIVE-IN WEEKEND - Child Care & Light Housekeeping. Southfield area. Call Debbie, M-F; 9AM-5PM. 352-7124

LOVING BABYSITTER/Housekeeper needed for 5 mo. old in our home. Live-in our out, Livonia, 7 Mile-Farmington Rd. 477-1188; 477-3777

MATURE PERSON for light housework & supervision of 2 children ages 10 & 15. Reliable transportation & references. 30 hour week. Call after 6pm, 646-4195

MATURE 16 Yr. old female or older to care for boy 4, girl 7, for summer, Monday thru Friday, 7:30AM-6PM, your transportiion, references required. 9 Mile/Middlebelt. After 6PM 478-6687

MOTHER'S HELPER NEEDED in Bloomfield Hills to care for infant, 10 to 20 hours per week, experience & references required. Opportunity for senior citizen or mature adult. Please send information to P.O. Box 2485, Southfield 48037.

SHARE HOME in Plymouth/Canton area in exchange for baby sitting 2 children (ages 2 & 8), light housekeeping, your child welcome. 455-7858

SITTER for elderly gentleman. Light housework & cooking. Will consider livein or hourly. Redford Township. Call after 7pm, 531-1739

SUMMER SITTER
2 children 8 & 10 years
My home, Ann Arbor Trail & 275
Call evenings 464-2319

WANTED active retiree to supervise well behaved children age 6,10,11. Summer months, 8-4pm, our home. Middlebelt & 10 Mile, Farmington Hills. 476-6195

WANTED - sitter for small child in my home, Mon. thru Fri. Must have transportation and enjoy children, references required. Call Lindsay Dohse 11 AM. to 9 PM. 377-3305

WOMAN to care for infant during the day. 5 day week, references required. Troy area. 362-9110 ext 326, after 5pm, 362-1380

WOMAN (with varied interests) to assist slightly handicapped lady - 1 day a week. 5 to 8 hours, possible 24 hour day later. Good Driver. Sthfld. 352-3654

YOUNG EXECUTIVE, handicapped working woman, needs experienced mature live-in Housekeeper, in W. Bloomfield. Non-smoker. To cook, clean, and assume home responsibilities. Own car. Willing to travel. Good pay. Fringe benefits. References required. Call 8:30-5:00. 557-5638

510 Help Wanted Couples

APARTMENT MANAGER COUPLE
Middleaged or elderly husband and wife team full time to manage 80 apartment building in Birmingham. Good salary, plus 2 bedroom, 2 bath apartment, and all utilities. No pets.
Call 353-8865.

CARETAKER COUPLE
Excellent opportunity for mature, sober couple to advance with large lakefront apartment complex. Salary plus apartment. Husband, experieced Jack-of-all trades for general maintenance, wife for general cleaning. No pets. Call between 9AM-4PM. 681-4103

COMBINATION COOK/LANDSCAPE/CHAUFFEUR. Executive couple, no children seeks high calibre for full time position, live in. Must be neat, polished and enjoy cooking including gormet. Grocery shopping and chauffeuring, handy enough to care for house including flowers & gardening, not lawn cutting. Ideal couple would be willing to live 6 months in Michigan and 6 months in Florida. Write: President, P. O. Box 37540, Oak Park, Michigan, 48237.

COUPLE WANTED TO MANAGE apartment complex at Grand River & Lahser. Light maintenance. Call after 6 PM. 559-5176

MIDDLE-AGED, Experienced Couple for Management of 100 Unit Apartment Complex in Suburbs. Call 354-2282

RESIDENT MANAGER COUPLE
For large apartment complex near Detroit Metro Airport. Call: 961-7411

511 Entertainment

A BAND for your Listening & Dancing Pleasure. Some Summer & Fall dates.
"The Sound Merchants"
522-3078 882-8588

Add to Your Wedding or Party Memories! •Music by•
- THE CROWN ROYALE -
Rich.. 879-7645

PROFESSIONAL - Light & Sound Entertainment. ANY OCCASION; Class Reunions, Bowling Banquets, Weddings, Schools. Over 4000 selections. We play what you request. Call for appt. to visit our showroom for a demonstration. Come Dance With Us. We are
DANCE WITH ME PRODUCTIONS
Lic. - Ins. 589-2705

BLOOMFIELD BASED heavy metal band is looking for lead singer. Must have own equipment. Call Mike 334-3393 or days 645-0986

CALLIOPE available. Make your special event delightfully different. Graduations, birthdays, school & church carnivals, kids' fairs, etc. 356-5120

DANCE MUSIC FOR ALL OCCASIONS
Standards, 50's, Rock, Ballads
Call Bill Ging 522-7864
Music By 3,4 or 5

LIMITED EDITION
The Band for Your Dancing & Listening Pleasure
Male/Female Vocals. 595-4537

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Music for your Wedding, Party, etc.
Experienced & Versatile!
981-0637.....559-3407.....435-6391

SOCIAL JETTERS band
For entertainment, proven track record. Seatbelts rock. Call between 6-8pm 645-2106

512 Situations Wanted Female

ABCARE
Specializing in private duty nursing in the Home, Hospital, Nursing Facilities
RN's, LPN's, COMPANIONS
AIDES
NEWBORN CARE
RESPIRATORY - PHYSICAL
OCCUPATIONAL
SPEECH THERAPISTS
HOME PODIATRY VISITS
There Is A Difference, We Care!
424-8377
24 HOUR COVERAGE

AMBITIOUS housecleaning team. Experienced & reliable. Reasonable rates. Offices, houses & apartments. Excellent references. 471-1611 425-5774

A-1 CLEANING
Done by the "Old Fashioned" professional. Maid & Janitorial services.
Gwen's Housekeepers, 273-3712

BABYSITTING College graduate now available for child care - your transportation. Age of children desired, 3 - 5 years old. Prefer weekly arrangement. Will consider daily rate. If interested, call Leslie at 645-0909

BEST HOME CARE
DEPENDABLE AIDES, COMPANIONS
RN'S & LPN'S
Are immediately available for needs in your home, hospital or nursing home.
24 Hr. COVERAGE
DEPENDABLE HEALTH CARE
464-6116 559-3888

BOOKKEEPER/GENERAL OFFICE
Experienced. Retiree looking for part time job. Troy or surrounding area. 641-7615

CLEANING
Experienced College Student will clean homes, apt's, offices, boats. Reasonable, references. 553-4043

CLEANING HOUSE & OFFICE
Experienced. References. Own transportation and supplies. Estimates available. Call Diane. 661-9052

DAYCARE
8 Mile & Beech Daly area
References provided
355-5739

ELEMENTARY SCHOOL Teacher, mother, will care for your child. Maple/Wing Lake area. Own transportation. 851-6949

EXPERIENCED MOTHER wishes babysitting. 2 years or older, your transportation. 5 Mile - Telegraph area. References 532-6929

EXPERIENCED, responsible, hard working woman to do general housecleaning. Farmington, West Bloomfield area. 669-4572

HOME HEALTH CARE
Screened, RN supervised, insured
24 hours - 7 days - 357-3650
Professional Medical Personnel

HOMEMAKERS
HOME HEALTH AIDES
NURSES
Screened - Referenced
Bonded - Insured
24 Hr. Service Low Cost
Immediately Available
PRO-CARE ONE, INC.
Helping Hands Division
569-4400

HONEST DEPENDABLE Woman with 3-6 years experience with same people, will clean your home, available Mon & Thurs, good references. $6. Hr. 522-0479

HOUSECLEANING
West Bloomfield, Farmington Area.
Sue 685-1453 Michelle 685-7732

INDEPENDENT NURSES, INC.
Home Health Care
RN's, Aides, Companions
7 Day, 24 Hour Service... 698-1491

MOTHER, experienced wishes child care. Lots of love, reasonable rates Garden City area. 427-9398

WILL CARE For elderly person in my Livonia home. Room, board and minimum care. Short or long term. 261-8053

WILLING TO Train for Medical Assist.- Recept., 18 Yrs. General Office. Good at figures, some bookkeeping, excellent typist. Dependable! 9-5PM, 547-5394

513 Situations Wanted Male

COLLEGE STUDENT - experienced house painter, free estimates, call Jim in Plymouth 455-6163

EXPERIENCED WALL Decorator willing to enhance nursery with cartoon characters, etc. Fee negotiable. Also certified to tutor in every high school or grade school subject. 334-9404; 332-4457

TWO COLLEGE STUDENTS
Seek any & all type of work. Experienced in landscaping, painting, lawn & yard maintenance. Free estimates.
Call: Tom 474-1533 Jim 537-3852

518 Education & Instruction

FREE
ELECTRONICS SEMINAR
SATURDAY, JUNE 5, 1982
9:00 A.M.-12:00 NOON

- Learn about career opportunities.
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