502 Help Wanted Dental-Medical

NURSE AIDES
Experienced need only apply. Accepting applications Sun to Jeny, Mon thru Fri, until Nov. 10. Positions limited. Farmington Nursing Home, 24260 Folsom Rd., Farmington Hills. S. of 8 Mile, E. of Orchard Lake. No phone inquiries please.

NURSE AIDES - HOMEMAKERS
Must be experienced. Live-in or hourly positions. Immediate openings available. Call Kelly Health Care 644-4131.
Equal Opportunity Employer M/F/H

NURSE AIDES part time, weekends only. Day and night shifts. Apply in person. Nightingale Nursing Home, 8363 Newburgh Rd., Westland.

PHYSICIANS OFFICE in Sterling Heights. Part time receptionist. Recent experience necessary. Call between 1 and 4 pm.
919-9180

POSITIONS AVAILABLE FOR
ORTHODONTC ASSISTANTS
Secure future, excellent benefits, challenging position. Salary is compensate with experience. Call for person Mon thru Fri 9-6 PM., or send resume to:
28051 Dequindre
Madison Hts. 48071

RECEPTIONIST (Business assistant). Farmington Hills dental office. Experienced, perpleasant, dental insurance, typing, patient communication. 855-3154

RN CHARGE NURSE
Medicare unit.
Contact Susan Gilbert.
728-8100

R N needed part time for evenings and some weekends in busy Pediatric office Farmington area. Call Mr Crumel at 477-0637

RN or LPN
Full or Part Time
Midnight Shift
Call Mrs. Rich
476-8300

RN OR LPN
Temporary positions 3-11 PM., afternoon shift in this modern nursing home. Good starting salary. Hospitalization insurance. Come in and see Mrs. Ferguson at Nightingale West, 8363 Newburgh Rd., Westland near Joy.
An Equal Opportunity Employer

RN'S
Fact is, more & more nurses are choosing ...
PRO CARE ONE INC
Could be we've got more to choose. Call Us
522-5753

10's
Full & part time positions for PM shift, part time position for midnights in small private, psychiatric hospital.
518-1164
WOODSIDE MEDICAL
845 Woodward, Pontiac

RN OR LPN
Livonia area. Part time Good salary. Sat., Sun., holidays off. Need EKG, blood withdrawal & injections. Office experience a plus. Expanding staff. For appointment call Mrs Hassler. 261-3774

SUPER DENTAL chairside, male or female, good self esteem, really care about the patient & be able to handle responsibility. CDA - RDA or service educated. Must have at least 3 yrs. in an outstanding quality practice using team - 4 handed or 4 handed. Excellent salary, benefits & bonuses. Include resume & resume & profile to box #184 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

WE ARE SEEKING an enthusiastically alert & caring dental assistant to fill a people-oriented position in a modern Birmingham dental office. Your position will vary according to your own creativity. Call Daisy 646-5515

504 Help Wanted Office-Clerical

ABILITIES
ARE WHAT
WE WANT
We need experienced:
SENIOR TYPIST 60 WPM.
SECRETARIES
WORD PROCESSORS
Work in DOWNTOWN & SUBURBAN AREAS
CALL FOR APPOINTMENT

LIVONIA	525-0330
DEARBORN	565-8060
SOUTHFIELD	569-7500
WARREN	977-0660

WITT
SERVICES
The Company Help People

ACCOUNTING CLERK needed full time for growing printing company in Northwest Detroit. Computerized inventory, light typing. Experience preferred. $5 per hour to start, excellent benefits. Send resume to P.O. Box 5353, Northville, MI 48167

BILLING CLERK
Wanted. Detroit area. Ask for Kathy
937-7580

BOOKKEEPER
Accounting firm with a growing local insurance company. Minimum 3 years experience, benefits. Contact Mrs. McGuire.
540-7900

502 Help Wanted Dental-Medical

A CHALLENGE FOR
RN's
Prove it to yourself and others by involving yourself in direct patient care at Farmington Nursing Home.
Salaries start at $17,000 & better. Weekend differential plus excellent benefits including holiday pay, vacation pay, sick days, Blue Cross, flexible scheduling.
For personal interview, Call Elsie Lindow, RN, Director of Nurses
477-7400

RN'S
ALL SHIFTS - FULL or PART TIME
Our Southfield facility has RN positions available. Join a progressive geriatric team in an excellent working environment. Attractive benefit package. Competitive rates. Call:
MARGARET GODFREY, RN.,
Director of Nursing
352-2336
PRESTIS MANOR
JEWISH HOME FOR AGED

504 Help Wanted Office-Clerical

A
NEW APPROACH
TO
TEMPORARY
HELP
GMS NEEDS
Typists
Secretaries
Bookkeepers
Word Processors
Statistical Typists
To Work In
The
Farmington
Southfield
& Livonia Areas
Must be 18
& have own Transportation.
GENERAL
MANAGEMENT
SERVICE
29761 W. 6 Mile, Suite 140A, Livonia
Call For Appointment
427-7660

AUTOMOTIVE SALES OFFICE has immediate openings in Bloomfield Hills for secretary/sales correspondent with excellent typing, shorthand & clerical skills. Individual must be a self starter requiring minimum supervision with the ability to communicate facilely both verbally and in writing. Good salary & comprehensive benefit package included. Send resume including salary requirements to Box #76, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150
An Equal Opportunity Employer

BOOKKEEPER
Capable of trial balance, experienced in small business. Grand River - Lahser Area.
537-3300

BOOKKEEPER
Electronics distributor in Farmington Hills seeks experienced Bookkeeper to take books thru General Ledger. Knowledge of Pegboard system desired. Duties include A/R (AD/E), A/P, payroll, commissions, cash projections, and hospitalization insurance administration. Excellent opportunity in growing company. Benefits include hospitalization and dental insurance. Send resume with salary requirements to Box 215, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

BOOKKEEPER - experienced only, able to start immediately, payables, payroll, financial reports. Call Mon thru Fri. 9:30am to 11 am
442-4630

BOOKKEEPER - full charge, full time, must be experienced with good references, contact Mr. Herbert between 10-4 Mon. thru Fri. Hendry Convalescent Center, Plymouth
453-0150

BOOKKEEPER - Full time, temporary. Accounts payable, CRT, posting, general. Must be thorough financial statements. Experience necessary. Call between 10am-12Noon & 2-4pm. 425-1218

BOOKKEEPER - full time for N. Suburban area service organization. Responsible individual experienced thru trial balance, preparation of payroll & related tax returns, ability to input data on computer. Developed duties. Salary commensurate with experience. Send resume to box #818, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

BOOKKEEPER - minimum 5 yrs exp. AR/AP, payroll, general ledger, payroll taxes, knowledge of computer required. Must have worked under controller or CPA, micro computer experience a plus. Send resume & salary history & requirements to MPI, P.O. 25577 W. 11 Mile, Southfield, MI. 48076

BOOKKEEPER
Rapidly expanding company needs experienced full-charge bookkeeper. Payroll reports, posting to trial balance, credit knowledge. Start immediately. Send resume to MTE, 15363 Northland Drive, Southfield, Mich. 48075

BOOKKEEPER/RECEPTIONIST
Local construction company has immediate opening in a 1 person office. Experience in bookkeeping thru trial balance, typing, shorthand, calculators & telephone required. Send resume & references to Box #903 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

CLERICAL HELP, part time, bookkeeping experience helpful. Send resume & salary requirements to P. O. Box 2173, Farmington Hills, MI 48018.

TECHNICAL POSITION For high school graduate with min. of 1 yr. office experience in filing & typing. Contact Mr. Scott Hall, Troy.
613-4300

CLERK
CITY OF SOUTHFIELD
Salary range $11,953 - 13,393 plus $1040 COLA and comprehensive benefit package. Must have knowledge of modern office practices, procedures, equipment, standard clerical methods and techniques, business English, spelling and arithmetic. Apply Personnel Office, City of Southfield, 26000 Evergreen Rd., Southfield 48075, by Friday, Nov. 12, 1982.
Equal Opportunity Employer M/F

CLERICAL - Must type 50WPM accurately, be between the ages of 18 & 21, have dependable transportation & live in Troy, Rochester, Clawson or Madison Hts. Call Youth Dept. 879-3080

FULL CHARGE Bookkeeper position available. Aggressive, innovative person with strong background in bookkeeping for large Southfield based service organization. Must resume outline experience, qualifications & salary requirements to MTE, P. O. Box 15363, Lathrup Village, Mich 48075.

502 Help Wanted Dental-Medical

EXECUTIVESECRETARY
Are you in a mundane job with no opportunity to grow personally, professionally, or financially. We are a Farmington Hills sales organization seeking a self-starter with good secretarial organizational and inter-personal skills. This is a new position created by our 15 years of continued growth. We offer an excellent fringe benefit package especially meaningful to career employees. Starting salary range is $13,500. Send resume with salary history to:
Personnel Manager, P. O. Box 1600, Farmington Hills, MI 48018

FINANCIAL PLANNING Office needs person with excellent typing, shorthand and communication skills, part time, flexible hours. Send resume to:
T. Wellman, 26611 Evergreen Rd., Suite 214, Southfield, MI 48076

GENERAL OFFICE
Typing, shorthand and bookkeeping needed. 12 Mile-Northwestern area.
353-0351

GENERAL OFFICE
Career opportunity, full time position now available in expanding Southfield Corporation. Good salary and benefit package, convenient location. Experience desired, training available. Call between 8am and 1pm. Ask for Mrs. Jean Benefield at
443-4200

GENERAL OFFICE/
CLERICAL
Interesting position with local investigation/security organization located in Northland area. Type 34 wpm, billing, payroll. Full time Excellent fringes. Call Mon. thru Fri. 10am-3pm.
Ask for Eddie
837-8733

GENERAL OFFICE
Accounts payable experience necessary, accurate typist. Steady employment, good salary and benefits.
Call for brief phone interview.
425-7033

GROUND FLOOR OPPORTUNITY
Aggressive, outgoing individual needed for fast-paced Real Estate Office. Training & bookkeeping skills necessary. Call 616-9900

C21 FAIRTOWNE

INCOME TAX preparer needed for Birmingham area. Minimum 4 tax preparer for 1983 tax season. Only experienced need apply. Call between 9 - 11am
647-3440

INSURANCE AGENCY - Birmingham, experienced commercial lines, adjuster to manage lines agency. 5 years minimum 646-6457 or 541-0351

INSURANCE EXECUTIVES in Southfield looking for part time secretary. Approximately 10 hours week. Send resume to Box 936, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

INSURANCE experienced life and health clerical. Applications, detail work for life insurance firm. Southfield Twp. area.
540-4700

KEYPUNCH OPERATOR
IBM 129, part time afternoons.
Call Mr. Decker
372-1695

LEGAL ASSISTANT for shopping center in Troy. Minimum 3 years para legal experience or equivalent. Bachelor degree preferred. Send resume & salary requirements to Box 931 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

LEGAL
SECRETARIES
Experienced legal secretaries needed for permanent & temporary assignments in the metro & suburban areas. Call us or send your resume today.
ALL FEES EMPLOYER PAID
JOANNE
MANSFIELD
LEGAL
PERSONNEL
TOP OF TROY
755 W. Big Beaver, Suite 709
Troy, MI 48084
362-3430
Eves & Weekends, 851-2058

LEGAL
SECRETARY
Beautiful location and excellent career opportunity. Make this one you shouldn't miss! Use your good typing and professional manner to land this one. $14,000. Call Stacy after 2 PM.
SNELLING & SNELLING
Southfield 353-2090

LEGAL SECRETARY - minimum 1 yr. experience including word processing. Southfield - 10 Mile & Evergreen area. Work for partner.
358-3344

LEGAL SECRETARY, Town Center, Southfield. Minimum of 3 years experience. Worker's Compensation, Social Security, & Personal Injury. Excellent pay & benefits. Call Jane,
353-4496

LEGAL SECRETARY - minimum 2 yrs. experience, in general practice & personal injury, Southfield Town Center. Excellent salary & benefits.
Call Mr. Redlack
353-5810

504 Help Wanted Office-Clerical

DON'T LET YOUR SKILLS
DIE ON THE VINE
JOIN THE POOL
AND YOU'LL DO FINE
NEEDED:
WORD PROCESSORS
SECRETARIES
SENIOR TYPISTS
For temporary assignments in the Livonia, Southfield, Farmington, and Metro Detroit areas. Call for appointment.
PERSONNEL
POOL
478-8350
Temporary Help Since 1946

ENGINEERING CLERK- Typing, posting, running blueprints & some assisting. Resumes only to: 2161 Hinks, Troy, Mich. 48084

ESTATE PLANNING FIRM in Bloomfield Hills needs excellent typist with strong clerical background. Salary $700 per month. Call Mary Sullivan between 12Noon & 1
645-1539

EXECUTIVE SECRETARY Challenging position for experienced well skilled individual. Energetic person needed to meet demanding schedule. Must have excellent typing and shorthand skills. Strong organizational abilities desired. Salary competitive. Send resume and salary requirement to Personnel Manager, P. O. Box 5049, Southfield, 48037

EXECUTIVE SECRETARY/Administrative Assistant for W. Bloomfield office. Difficult and challenging position requiring excellent typing & calculator skills and attention to detail. We offer an excellent salary for a seasoned professional according to experience and ability. Send resume to: Box 904, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

EXECUTIVE SECRETARY
Are you in a mundane job with no opportunity to grow personally, professionally, or financially. We are a Farmington Hills sales organization seeking a self-starter with good secretarial organizational and inter-personal skills. This is a new position created by our 15 years of continued growth. We offer an excellent fringe benefit package especially meaningful to career employees. Starting salary range is $13,500. Send resume with salary history to:
Personnel Manager, P. O. Box 1600, Farmington Hills, MI 48018

GENERAL OFFICE
Accounts payable experience necessary, accurate typist. Steady employment, good salary and benefits.
Call for brief phone interview.
425-7033

GROUND FLOOR OPPORTUNITY
Aggressive, outgoing individual needed for fast-paced Real Estate Office. Training & bookkeeping skills necessary.
Call 616-9900
C21 FAIRTOWNE

INCOME TAX preparer needed for Birmingham area. Minimum 4 tax prepaer for 1983 tax season. Only experienced need apply. Call between 9 - 11am
647-3440

INSURANCE AGENCY - Birmingham, experienced commercial lines adjuster to manage lines agency. 5 years minimum 646-6457 or 541-0351

INSURANCE EXECUTIVES in Southfield looking for part time secretary. Approximately 10 hours week. Send resume to Box 936, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

INSURANCE experienced life and health clerical. Applications, detail work for life insurance firm. Southfield Twp. area.
540-4700

KEYPUNCH OPERATOR
IBM 129, part time afternoons.
Call Mr. Decker
372-1695

LEGAL ASSISTANT for shopping center in Troy. Minimum 3 years para legal experience or equivalent. Bachelor degree preferred. Send resume & salary requirements to Box 931 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

LEGAL
SECRETARIES
Are you experiencing job satisfaction? Is your income keeping pace with inflation? Is your career progressing or are you just feeling stagnant? Are you worry of seeing the same old tired faces? Are you ready for a change in employment? Telephone us. We can have you interviewing new opportunities and starting with a new employer.
For a courteous and professional evaluation of your skills as they relate to the marketplace, simply telephone or mail your resume. There is never a charge to you for our results oriented placement assistance.
PERSONNEL
AT LAW
3000 TOWN CENTER, SUITE 2150
SOUTHFIELD, MICH. 48075

Southfield	353-8066
Dearborn	323-3118
Renaissance Center	567-6141
Troy	649-3063

LEGAL SECRETARIES
AT HILLSTROM & ROSS
Our reputation exists as to the most prestigious law firms in the area. Our 50 years experience can help find the position for which you are best qualified, either temporary or permanent. The fee is employer paid. Call today
HILLSTROM & ROSS
AGENCY
626-8188
MANPOWER WOULD LIKE
TO SAY THANK YOU
To all the Temporaries who make us the leader in Temporary Help. To your qualified skills & achievements that continue to our success. If you would like to become a part of our growing team - give us a call. We are accepting applications for: Typists, Secretaries & Word Processors.
MANPOWER
TEMPORARY SERVICES

LIVONIA	478-1130
TROY	585-5595
DETROIT	965-7000

MATURE, EXPERIENCED person with excellent office skills & typing, part time, evenings after 5pm. Sugar Shack, Psychiatric office background helpful. Call between 10-12noon.
851-1863

NEED CASH?
ARE YOU FLEXIBLE &
NEED TEMPORARY WORK
Temporary assignments available if you have general office or clerical skills. Call now for your appt.
UNIFORCE
TEMPORARY SERVICES
1000 W. Woodward, Birmingham
646-7660

NEED
EXTRA
MONEY
FOR THE
HOLIDAYS
TYPISTS (50 WPM)
SECRETARIES
WORD PROCESSORS
DATA ENTRY
KEYPUNCH OPR.
WE NEED YOUR SKILLS! Many immediate openings in our office for a day, little or an office on your site as various temporary assignments. If interested call the office nearest you for an appointment. Mon. thru Fri. between 9 AM. & 3 PM.

29449 W. 6 Mile, Livonia	522-4020
4000 Town Center (suite 1215) Southfield	352-7490
2239 S. Telegraph (Michigan's Miracle Mile) Bloomfield Hills	642-9650
801 W. Big Beaver Rd. (Suite 190) Troy	362-1180
30400 Telegraph Rd. (Birmingham Revolving Center - suite 357) Birmingham	644-2150

KELLY
SERVICES
"The Kelly Girl People"
NOT AN AGENCY - NO FEE
Equal Opportunity Employer M/F/H

OFFICE HELP for apartment complex. Mature responsible person, pleasant personality. Typing, filing, and must be able to work well with public. Weekends required. Bloomfield area. Call:
338-1173

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
652-3222 Rochester/Avon
Use your Visa or Master Card

ONE PERSON OFFICE
Must know bookkeeping, typing, general office duties, part time to start.
353-1150

PART TIME Clerical work for Farmington or Birmingham area. Must like filing. Flexible hours, no evenings or weekends. Send phone number & qualifications to T. Francis, P. O. Box 36335, Grosse Pte., Michigan 48236

PART TIME, Executive Secretary. Excellent typing, shorthand preferred. Northwest Detroit.
273-6403

RECEPTIONIST
Southfield law firm needs full time receptionist who is poised, articulate, enthusiastic and has neat and professional appearance. 50 WPM. Mile/Southfield field. Send resume to Office Manager, 30216 Northwestern Hwy., suite 110, Southfield, MI. 48076.

504 Help Wanted Office-Clerical

EXECUTIVE SECRETARY
Our Birmingham office has an opening for an energetic Secretary reporting to a member of our top management. The person we seek will have experience in shorthand, and telephone etiquette, as well as rapid typing. A desire and ability to work with numbers is also essential along with keen organizational skills.
If you possess these talents, along with the ability to perform them in a highly professional manner, you may be the person we are looking for. Salary commensurate with experience, as well as medical, dental, life insurance and profit sharing are provided.
For an interview, call ZAL
478-6200
CHUCK E. CHEESE'S
Pizza Time Theaters
24120 Haggerty Rd.
Farmington Hills, MI 48024
We are an Equal Opportunity Employer M/F

504 Help Wanted Office-Clerical

RECEPTIONIST
Local division of a national firm offers a self-motivated Secretary a chance to use their good skills. $200 to start. Call Diane 644-4784.

SNELLING & SNELLING
Southfield 353-2090

RECEPTIONIST-INSURANCE CLERK for OB Gyn office in Bloomfield Hills. Experience in billing & collection necessary. Call
335-8134

RECEPTIONIST - Immediately. Experienced only need apply. Familiar with bookkeeping. References. Interview 9-12, AM. Expo Manufacturing Co., 21815 Grand River near Lahser Rd.

RECEPTIONIST WANTED for Saturday & Sundays only. 7am-3.30pm. 7 Mile/Southfield area. Must be mature & dependable. No typing required. Send resume with salary requirements to: P.O. Box 775, Detroit, MI. 48232.

RECEPTIONIST/TYPIST for downtown Birmingham law office. Pleasant phone personality & accurate typing. Experienced. Write to Box 218, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

PART TIME TYPIST
Salary Open
In Plymouth area.
459-5153

REAL ESTATE SECRETARY for weekends and/or evenings, 4 to 9 PM. We desire a local (Livonia area), mature person with real estate office experience (DODA forms, phone, & typing). Call Elaine, Mar Mac Realty, 261-1600

RECEPTIONIST/General Secretary in legal office. Excellent telephone skills. 60 WPM typing. Reference required. Minimum wage. Ask for Stephanie or Paula:
477-1150

ENTRY LEVEL POSITION available for Receptionist. Experience helpful, but not necessary, will train. Must be able to start immediately.
Apply in person on Fri., Nov. 5th between the hours of 10 AM. - 1 PM. Sterling Office Plaza, 1810 Maplelawn Rd., Troy, Mich.

RECEPTIONIST/TYPIST
Must be able handle immediately for fast paced office, excellent phone personality, accurate typist with minimum of 50 wpm. Good language skills, recent office experience a must, hours 8-5, salary commensurate with experience & good fringes. Call Mon. thru Fri. 11am - 1 pm
541-8410

RELIABLE person needed in retail store to answer phones, typing & general office work. 5 days, 9am-5:30pm. References required. Apply Fri. 8am-2pm No phone calls. A. R. Kramer Co, 15896 Middlebelt, Livonia, Mich.

SALES CORRESPONDENT
Entry level position for industrial distributor. Telephone & letter contact with customers, price & expedite orders, follow up sales leads. Must have the ability to move paper work, mechanical ability helpful. Benefits & profit sharing. Send resume to box 919, Farmington Hills, MI 48018.

SALES COUNTER HELP, typing, filing, heavy customer contact. Photo film experience helpful. Apply in person. Must be able to work flexible day time hours and some overtime. Starting pay, $3.70 per hour. Apply Mon. thru Fri. 11am to 1pm. North American Photo, 27515 Schoolcraft at Inkster Rd.

SECRETARIES & TYPISTS
70 WPM plus, needed for tri-county area temporary jobs. Temporary-to-perm.
351-3211

SECRETARY BOOKKEEPER, experienced on micro computer skills. Resume will written resumes only to: Attn: Office Manager, 34133 Schoolcraft, Livonia, MI 48150

SECRETARY/
GENERAL OFFICE
Aggressive secretary for diversified secretarial and general office duties, with property mgt. firm. Must have excellent shorthand, typing & knowledge of office procedures. Minimum 5 yrs experience. 9 Mile - Southfield location.
557-2500

SECRETARY - TYPIST. Experienced secretary needed for small office. Knowledge required for EPA Firm. Resume to Patricia D. Julin Associates, 3000 Town Center, Suite 2900, Southfield, MI. 48075

SECRETARY WITH Strong English background and Tele-Marketing skills for busy office. Full time. Call Mr. Gold 851-0515.
644-2256

SECRETARY. Full time. Excellent typing and phone skills. Insurance organization person a "must" for busy Troy office. Send resume to Box 936, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

SOUTHFIELD
Sales Secretary
EXCITING OPPORTUNITY.....This varied position will use your good typing, shorthand and telephone skills. Enjoy work with salesmen and clients. Your ability to take charge will be appreciated by this international firm. TOP SALARY, Excellent benefits and company pays our fee. CALL TODAY for a personal interview this week.
PERMANENT STAFF
SOUTHFIELD 353-0505

STATISTICAL TYPIST/SECRETARY For Southfield CPA Firm. Full time position, experienced only need apply. Call
644-6410

SWITCHBOARD/RECEPTIONIST
For Southfield CPA Firm. Typing & excellent phone skills. Interested persons write to Office Manager, 25903 W. 10 Mile, Southfield, Mi 48034

TYPISTS
Secretaries
General & Legal
TELEPHONE
SALES
NO FEE - TOP PAY
BONUSES
BENEFITS
FRIDAY PAY

Detroit	962-9650
Southfield	354-0557
Troy	362-4650

OLSTEN
Temporary Services
Equal Opportunity Employer M/F/H

YOU OBVIOUSLY are reading this ad because you are satisfied in your present position. We have challenging positions available for qualified Legal Secretaries on a full time, part time, temporary or temp-to-perm basis. Let us find the right position suited just for you. Call Marie Harbor at 647-5775
ASHLEY & BOND
510 So. Woodward Ave, Suite 447
Birmingham, Mi. 48009
- ALL FEES EMPLOYER-PAID -

504 Help Wanted Sales

DURBIN
THE DURBIN COMPANY-REALTORS

The Durbin Company, Realtors, has a limited number of openings in our new expanded facilities. We have 40 outstanding FREE TRAINING program and are interested in people committed to a full time Real Estate Career. Our strong management backing, superb office facilities and effective merchandising tools, combine to assure you of a successful and profitable career.
FRAN MIRSKY
MANAGER
851-6000
7001 Orchard Lake Rd., West Bloomfield
Member Four Multi-List Boards

504 Help Wanted Office-Clerical

SECRETARY - CLERICAL. Good typing a must & good with figures. National financial company located in Livonia. Good starting salary & fringes. Reply in box 934, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

505 Help Wanted Food-Beverage

BIRMINGHAM KRESGE'S
Accepting Applications
Part time positions - food department. Must be able to work 20 hours per week. Immediate openings for energetic, mature individuals.
Apply in person Mon. thru Fri. 9-30-4
KRESGE'S
210 W. MAPLE
BIRMINGHAM, MI.

BURGER KING needs part time day help - food prep, cooks, cashier. & hostess. Apply in person 27200 Dequindre 27200 Orchard Lake Rd.
851-7373

CLERK for serving soups & soft drinks from 11:30am - 1.30pm or 4.30pm - 7pm. Pick your choice. Apply in person any day, 9am. See Jordan, Pizza Dell, 27115 Northwestern Highway at 12 Mile. No calls please

COCKTAIL WAITERS/WAITRESSES
Needed for weekends and high tides.
Apply in person, 2pm to 5pm at
The Anest, 32150 Pontiac Rd. at Beachwood, Bloomfield
COOKS - EXPERIENCED
Apply in Person:
Biscuit Barrel Restaurant
6971 Middlebelt, Garden City

COOKS, WAIT PERSONS, day and evening shifts. Apply in person, Pizza Dell Restaurant, corner Square Lake & Woodward.

EXPERIENCED CASHIERS
Topolosk's Country House
851-8900

EXPERIENCED COOK
Wanted for restaurant. Apply in person, ask for Horus River Drive, Belleville, Mich.

POSITIONS AVAILABLE at the New Holiday Inn in Southfield, Livonia. We are now hiring part time experienced banquet waiters & waitresses. Interested persons may send resume to Mr. Irwin, Holiday Inn Livonia West, 17123 Laurel Park Dr., Livonia, MI 48152
No phone calls please.
An Equal Opportunity Employer

POSITIONS OPEN. Waitress/waiter, cashier/hostess & part time cook. Apply in person, Mon. thru Fri. 2-4pm. Pizza Dell, 6724 Orchard Lake Rd., in the West Bloomfield Plaza.

SALAD/LIGHT - experienced, full time, days. Apply in person Leather Bottle Inn, 19106 Farmington Rd. Livonia.

SHORT ORDER COOK
Some experience required. Must be neat and able to meet the public. Farmington Hills area.
553-2313

SOMEBODY'S and Everybody's needs experienced cocktail waitresses/waiters. Apply in person Tuesday or Wednesday 1 pm. at Somebody's, after 7 pm. at Everybody's.
332-9505

WAITER/WAITRESS WANTED
Days & some early evenings. Monday thru Friday. Bell Bar, 15535 W. Eight Mile, Detroit.
341-9322

WAITPERSONS WANTED
Full time, daytime
Coach House Restaurant
15 Mile/Orchard Lake
818-2341

WAITRESS or waiter with cocktail experience. Apply in person. The Honey Tree Restaurant, 28900 Orchard Lake Rd. Ask for Conny or Debbie after 3pm.

WAITRESS/WAITER
Needed, part time, 4pm-10pm shift. Center Court Restaurant, Southfield
353-7173

WAITRESS/WAITER
With experience. Apply in person. The Big Apple Restaurant, 32321 Fendell near Greenfield, or call:
932-8444

506 Help Wanted Sales

ABLE TO BE YOUR OWN BOSS
Fairmes Insurance Group...Offers complete training program, minimum guarantee per month. Learn without disturbing present job.
474-6444

A+AAAA BEST RATING
Are you looking for a new profession? Life and Health Insurance. We offer free training with guarantee per month after training. Start part time Call Dayo, 261-3211 Eves, 357-0409

ADDITIONAL INCOME
Air purification firm in Troy adding 10 people for full time positions. Complete training provided. Even & Sat. Earnings $8,000 $15,000 1st year. Call between 1-4pm only.
649-9564

ADVERTISING SALES
Directory Specialists
-Outside sales experience a must
-Broad floor opportunity
-Excellent earnings
-Professional training program
We are interested in a professional, successful people with firm rate seal and written communication skills. Strong professional ethics, and a real desire for personal and professional growth.
We're growing fast
and we need people
"not just to keep up"
"but to take the lead"
Call 552-8120

AGGRESSIVE SALES MANAGER
Size of Texas seeks aggressive & reliable individual with management experience. Salary plus commission. Reply Box 1000, Lansing, Mich. 48909

AMBITIOUS mature persons, well guaranteed product in growing company. Be your own boss. Outstanding income & business opportunity. Call Mon. thru Fri. 12-5pm.
851-8115

AMERICAN GUILD needs people for telephone work. Sales experience helpful. 9 AM-5 PM Mon. - Fri. $3.35 per hour plus commission.
538-8118

AMWAY
Distributors
WANTED
455-9132

AN EXCITING way to become a free agent. Earn a color computer consultant. Will train, flexible income and hours.
851-8467

ANNOUNCING
LIMITED OFFER
Now accepting applications.
Free schooling for Real Estate training. Minimal material fee.
Call Darlene Danielak,
Real Estate One, 559-2300

ARE YOU INTERESTED
in starting a profitable business of your own? Call Harold
533-7739

506 Help Wanted Sales

ANN ARBOR AREA
Growing Office Supply & Gift Store seeking person with 1 year experience to assist Manager. Full-time Call between 8:30AM-12 Noon, Only. 525-2156

A STEP
AHEAD
R.F. Chamberlain Real Estate Company, Michigan's largest family-owned real estate company is currently interviewing for what the management feels to be one of the finest office - professional training provided. Call:
MEDI & WEBER
ATTENTION all multi-level distributors in Amway, Shaklee, Mary Kay, Aloe Vera, Mannings, etc. Our multi-level company is looking for distributors to start their own business in Livonia & Michigan. Call 476-8099

ATTENTION: Presently hiring several people for our telephone staff to make appointments for salesmen. You can earn up to $5,000 to $8,000 a year, hourly rate plus bonus, no other gimmicks. Hours 9:30am-12:30pm, 1-4pm, 4-7pm
351-3190

AUTOMOBILES
USED CARS
$40,000 - 60,000
Midwest's largest wholesaler of fine cars, seeks one good car man with at least 5 years experience, Call
MAX LINDER - 549-2111
LUND MOTORS, INC
- AUTO RENTAL -
Experienced Preferred
TOM SULLIVAN
VOLKSWAGON
25400 W. 8 Mile 353-6900

AVON
Give Yourself A Gift
This Christmas
Become an Avon Representative. For more information call, Livonia - Westland
553-7866

BIRMINGHAM AREA
Experienced drapery & bedspread sales person. Full time.
644-5414

CHALLENGING Direct Sales opportunities available in Troy electronics manufacturer has 3 openings for those with at least 3 years industrial sales experience. Applicants must have working knowledge of electronics. Are seasoned closers getting on these straight commission plus expenses positions. Level I repeat sell. Reply Box 810, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

COMMISSION SALES. Ambitious women or man to sell office stationery product to Metro Detroit area. No experience necessary. Business or Marketing degree helpful. Send resume for interview. Please, no calls. Gregory & Leonard, P.O. Box 247, Troy, MI 48099

DO YOU HAVE A REAL ESTATE LICENSE? If so, we would like to tell you about a part program we have for making $$$ working only 3 hours a week. Call Pam, Mon. thru Fri.
Century 21 Community West -
Florida Properties, 532-6413

EARN EXTRA INCOME
In your spare time. Training provided. Call
722-1124

EXPERIENCED SALESMAN
for industrial product to call on the Tool & Die, pattern, component, plastic, & rubber industries. Knowledge of industrial hand saw, & high speed metal cut off machines helpful. Send resume to John Pigeon, D & J Industrial Saw Co., 2801 Hilton, Ferndale, MI. 48220.

FEELING THE NEED TO
CHANGE CAREERS
Learn a new profession from America's largest Real Estate Firm. We are looking for individuals who have need to change careers and would like to be professionally trained in Real Estate Sales. Our system of business broke down into four parts. Our earnings potential exceeding $40,000 annually. For immediate interview call at
352-1770
between 9 am and 12 pm.

VR Business Brokers
Preferred Business Investments Inc.
Birmingham Michigan.
Call Mr. Sorrentino
645-9200

FORMER DIAMOND direct distributors have a more realistic & profitable business. For information call between 6 and 10 pm.
647-4622

FURNITURE
INTERIOR DESIGNER
Must be experienced in furniture sales and design. Michigan's most beautiful and exciting design studio. Excellent job opportunity for qualified sales/designer Call Mary Ann Sales
TOWN & COUNTRY INTERIORS
541-2100
All replies confidential

GIFTWARE SALES
Aggressive man or woman to call on card shops, gift shops, etc. Mr. Rachel.
613-7896

GOING NOWHERE?
Then put your time and energies to work and join our Sales Team. We offer great opportunities to both new & experienced sales people. Excellent office facilities in a great location, multi-list, million-seller service, home security & excellent commission program. Call Tom - for a confidential interview:
KEIM
Midwest, Inc. 477-0880

HIRING NOW
Growing company has full time sales opening for sharp aggressive people. Company training. Excellent opportunity. Call for appointment.
432-2940

HOMMART
ENTREPRENUER
We Train You
To Manage Our Trade
Shows
Apply at: The Holiday Inn, Metro Airport, Romulus, MI. Saturday & Sunday, Nov. 6 & 7; 12:00 to 6:00 PM.

PART TIME SALESPERSON
Must have knowledge of selling of plumbing & heating products. Burton's Plumbing & Heating
722-4128

PERFECT SPOT for dynamic, energetic sales person. Part-time position available in Birmingham area. Only 3 days minimum. Send Resume to: Box 227, Birmingham, MI. 48010

506 Help Wanted Sales

INSURANCE - Multiple choice, if you qualify for any of the below categories you'll be a winner.
❶ Wanted proven commercial property casualty producer.
❷ Proven personal line executive.
❸ Small agency looking to lower overhead to maximize ownership and expand market.
Offer: Best incentive program in the industry, ownership of your own agency, 50/50 split on commissions, 50/50 split on any contingency checks that your business generates. All inquiries will be handled with strict confidence. If interested call:
INSURANCE SALES
Career opportunity with one of the nation's Insurance-Level Personal Lines Marketing position available $15-7727

NEED A JOB!
Call this number 557-1211 ext. 1211-8093

OPPORTUNITY
Need men & women, who are neat appearing & articulate, for set up in department stores. We will train. Opportunity for advancement. $910 monthly. Equal opportunity.
521-2018.

PERSON FOR SALES POSITION - with access control manufacturer. Electronic experience helpful, prior security industry. Travel required, send resume to Box 67, 21741 Gratiot, Mt. Clemmens Mich 48038. Or call between 9-10 am
477-8321

PERSON to check our store displays and talk to the managers. Supplemental income. Work your own pace. Car necessary. Call Pinkerton's Inc. 557-1211 ext. 1211. Ask for Tony Stone, Great Oaks Mall, Rochester

TREMENDOUS OPPORTUNITY
Start your sales career off right. Growing company seeking men and women to start a sales force with management opportunities. High income potential. Apply in person Airport Ramada Inn, 2 PM, Thurs., Nov. 4.

TWO energetic ambitious people for fast-paced sales promotion office. Must be able to work closely with other personnel as well as with clientele. Minimal typing required. Extensive phone work involved. Send resume to: Attn: Boone, GCG association, 13405 State Road, Livonia, MI 48150

$$$
EARN $1,000
CHRISTMAS MONEY
for Sales of 1983
Mother's Day
Call From Your Home
Or Our Office
Full or Part Time
CALL MR. IVORY
559-2805

507 Help Wanted Part Time

AEROBIC DANCE INSTRUCTORS Required, part time. For training information call.
540-2125

ATTENTION-American Girls needs H.S. students for part time telephone sales. Evenings, 9-1PM. Mon. thru Fri.