EMPLOYMENT

500 Help Wanted

ACCEPTING APPLICATIONS

Immediate openings. Live-in area. People to fill full-time openings ranging from Sitter Display - Sales Rep. & Manager Trainee. Excellent pay, with advancement. Call for appt.

537-7066

Accepting Applications Immediate Openings

PHONE SALES from our Farmington Office. $4/hr. minimum plus bonus and incentive or commissions.

NO EXPERIENCE NECESSARY

Call between 10am - 2pm. Mon - Sat.

533-7746

ACCOUNTANT for progressive Southfield CPA firm. Some public accounting experience required. Excellent opportunity. Reply Box 370, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

ACCOUNTING CLERK

IMMEDIATE OPENING
TROY LOCATION

Position requires a responsible individual with a minimum of two years accounting experience. Salary range $10,000 - $12,000 plus full benefits.

For immediate consideration, forward resume to:

BOX 384
Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150
An Equal Opportunity Employer

ALBANIAN LADY needed for minor & major repairs. Great opportunity with potential. Farmington Farmington Hills area. Ask for Ken

477-6410

AMWAY

Distributors
WANTED
455-9132

ANNOUNCING
IMMEDIATE OPENINGS
Real Estate Sales & Management
FREE SCHOOLING
Extensive training

East Oakland County	681-3700
West Oakland County	363-1911
West Suburbs	261-0240
Milford Plymouth	684-1065
Corporate Headquarters	851-2500

Real Estate One
Equal Opportunity Company

AUTO BUILDER
Plymouth Dealership needs experienced builder. At least 2 years experience Call Linda 453-7500

AUTO BODY PERSON
5 10 years experience. Steady worker, must know tools. LaSalle Body Service, 23829 Orchard Lake Rd., Farmington Hills No phone

AVAILABLE NOW

Rapidly expanding company has immediate openings for 10 sharp workers Full time permanent positions, choose from MANAGER TRAINEES, STOCK DISPLAY & SERVICE Work with a growing company and opportunities. Call for appointment.

453-2940
ULTRA AIR INDUSTRIES

BARBER and COSMETOLOGISTS wanted for a new progressive hair studio On the Strip - Big Beaver area. Must have clientele.

352-2224

BRIDGEPORT OPERATOR
Textile Knitting Experience
Send resume to 12155 Wayne Rd., Livonia, Mi 48150

RED WING TICKET WINNER

Rachel Spilak
2853 N. Emmons
Rochester, MI

Please call the promotion department of the Observer & Eccentric between 9 A.M. and 5 P.M., Tuesday, January 4, 1983, to claim your two FREE RED WING TICKETS.

591-2300 ext. 244

CONGRATULATIONS

CASHIERS

Dependable, accurate, mature cashiers needs. Full and part time for busy auto dealership in Farmington Hills Experience necessary. Call for appointment.

478-1368

CIRCUIT BOARD STUFFER
Must have at least one year experience in circuit board assembly. A good working knowledge of electronic components is a must. Resume may be Madar Inc, 34700 Grand River, Farmington Hills, Mich 48018

COLLECTION SUPERVISOR- Regional office of a national consumer finance company has immediate opening Minimum 2 yrs consumer or industrial finance experience required. Salaried position, benefit program For confidential interview call 313-557-7220

COLLEGE STUDENT wanted as supervisor & tutor for two boys. 15 & 11. Mon thru Thurs 4pm - 9pm 348-4818

500 Help Wanted

CITY OF LIVONIA 1983 SUMMER RECREATION PROGRAM

Applications will be accepted from Livonia residents thru Friday, March 11, 1983, for SUMMER RECREATION PLAYLEADERS, ASSISTANT PLAYLEADERS, SUPERVISORS OF PLAYGROUNDS, ARTS & CRAFTS INSTRUCTORS, SUPERVISOR OF MENTALLY HANDICAPPED, TENNIS INSTRUCTORS, RECREATION AIDES, POOL MANAGERS, ASSISTANT POOL MANAGERS, LIFE GUARDS. Apply to Civil Service Commission, 33000 Civic Center Dr.

An Equal Opportunity Employer

CLERKS for a few afternoons all day Saturday for store at 11 Mile & Telegraph, per call Mon thru Friday, 24235 W 11 mile, at Telegraph. 357-0350

CLERK TYPIST

For Credit Department. Requires typing 45-55 wpm Full benefits Apply at:

PANASONIC CO.
30000 TRIADIUM DRIVE
FARMINGTON HILLS, MI

477-2760

An Equal Opportunity Employer

COLLEGE STUDENTS to work part time for video recording service Must operate video camera, position required. $7 to $10 hour. 272-7429

COOK - FULL TIME
for 148 bed home for the aged, Farmington Hills area. Days, 10 AM to 6 30 PM. Call Mon. thru Fri., 9 to 5

851-8840

COSMETIC SALES

Unique position in cosmetics sales available for a self-motivated individual. Previous sales experience preferred - we will train Permanent full time openings at our Northland Store Apply in person Wed Jan. 5, between 10 AM and 12 Noon

J. L. HUDSONS
Personnel Office, Main Level

COUNTER WORK
Part-Time
For Cleaners located in Franklin
Call 431-3119

DESIGNER HYDRAULIC Pumps, must be highly skilled. Apply in person at 1 Carlisle Rd., Southgate, Mich E of Goddard Rd. E. of Allen Rd. off Reeck Rd

DIETARY AIDE - FULL TIME
Day shift 6 AM to 2 30
Call Mon thru Fri., 9 to 5
851-9440

DO YOU USE COSMETICS?
Artistry has a great deal for you
Part time or full time 477-9070

DRIVER Pick up and deliver small packages Monday thru Friday, 7PM-11PM Must have own company car & know how to read a map $3 50 per hr. plus 10 cents per mile. Apply 581 S. Eton, Birmingham, Mich

EDITOR
COPY EDITOR
MAGAZINE

Leading national special interest magazine has excellent opportunity for experienced Copy Editor/Proof Reader to maintain magazine style editorial excellence & journalistic accuracy. Will also assist editors by verifying information & undertaking research projects.

Must have minimum 4 yrs. related experience that included 3 yrs. copy editing. Knowledge of general reference materials essential Good starting salary & excellent benefit package Please send resume with salary history & requirements in confidence to

BOX #382
Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

An Equal Opportunity Employer

EXPERIENCED ENERGY AUDITOR Progressive national firm is currently hiring residential Energy Auditors to work in the Detroit metropolitan area and certain outstate areas Only candidates who are BPI trained and ETS certified will be considered Must have own transportation and Michigan drivers license and excellent communication skills Salary commensurate. Competitive compensation package includes full benefits and preschedule audit appointments. Interested applicants should send letter explaining qualifications and experience to ENERGY AUDITOR, Box #278, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

An Equal Opportunity Employer

EXPERIENCED VA/FHA & Conventional Mortgage Originators, Processors & Closers wanted by established Mortgage Banker Send resume & salary expectations to Box 356, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

FIRE RESTORATION insurance adjuster wanted for top pay, Banker's hours, immediate opening Must have experience Call 540-5063

FLORAL DESIGNER NEEDED
Experienced only
Full time position
After 6pm....261-9030

FIGO LANCE WHITER
Automotive sales promotion and training, print and or audio visual Knowledge of automotive and automotive business highly desirable Deadline oriented Send complete resume and job history to Box 354, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

An Equal Opportunity Employer

HAIR STYLIST
Assistant & hair stylist needed, full time, experienced only. Unisex shop, Redford area. 937-2750

HAIR STYLISTS -
Must have own clientele for Southfield Shop Prestigious Town Center. Call Kathy, Tues thru Fri 354-6019

HEATING CLUB INSTRUCTOR with health club working experience Call for interview Southfield area 352-8000

HYDRAULIC REPAIRMAN
Must be highly skilled Send resume to P. O Box C, Southgate, Michigan, 48195

INSURANCE CLAIM REPRESENTATIVE, multi line experience Salary open, expense account, car allowance, fringe benefits Our employees aware of this advertisement. Reply in confidence to Wm G Fraser, P O Box 906, Southfield, MI 48037

LATHE HAND, experienced (2 to 4 years) full time plus overtime Good benefits Qualified only apply 22953 Inwood, Madison Hts, between 8am-4pm

MAINTENANCE MAN needed full time for clubhouse of NW suburban subdivision. Deluxe include maintenance, repairs, custodial work & building supervision. Call. 349-3491

LEGAL SECRETARY needed for Troy law firm. Experience preferred but not required. Excellent benefits. Salary commensurate with experience. Contact Dean for interview. 879-6260

LEGAL SECRETARY - for Birmingham law firm, some experience & good skills necessary, good salary & benefits Call Laura 646-0650

Legal Secretary
The search is here to bring home some charm To pay all those bills while you start a family Use your typing and shorthand to land laid non. It's the best opportunity under the sun! $13,500 plus benefits and the fee paid. Call Mary at 7 Pat.

SNELLING & SNELLING
Southfield 353-2090

500 Help Wanted

MAIL CLERK

We have an immediate opening available for a dependable individual to become involved in the sorting and distribution of incoming mail. Some heavy lifting will be required. To qualify you must have good communication and organizational skills. A flexible salary range of $150-$175 weekly. A complete benefit package is offered. Interested applicants should apply in person Mon. & Tues only 8-11 AM or 1-3 PM.

Personnel Department
MANUFACTURERS HANOVER MORTGAGE CORPORATION
17535 Farmington Road
Farmington Hills, MI 48018
(corner of 12 Mile Rd.)

An Equal Opportunity/Affirmative Action Employer M/F

MALE STAFF to work with emotionally disturbed boys Need 2 years college. Call Vincent Sarah Fisher Home. Call 416-7537

MODELING
Men and Women
Ages 5 and Up
World Famous Powers Model and Talent Agency
569-2247

NEEDED AT ONCE

Due to expansion our marketing department has openings for 12 people in the market a nationally advertised product No experience needed Free training while you learn. This is a steady year round position with advancement. *Good starting pay.*

Call Personnel Department:
861-5363

ONE CALL DOES IT ALL
Place your classified want ad in
Suburban Detroit's largest newspaper
The Observer & Eccentric Newspapers

591-0900	Wayne
644-0070	Oakland
852-3222	Rochester/Avon

Use your Visa or Master Card

PANEL ASSEMBLER
Must have at least 1 year experience in panel wiring Ability to read electrical blueprints. Job also entails component assembly & some circuit board assembly. Please reply with resumes only to Madar Inc. 34700 Grand River Ave. Farmington Hills, Mich 48018

PARA-LEGAL needed for Southfield Litigation Firm Legal writing Ability. Attention to detail - a Must! Bachelors Degree required, prior Legal background helpful. Submit resume to P O Box 842, Bloomfield Hills, MI 48013.

PHONE SALES
Wayne, eves. & Sat. Some afternoons, paid hourly, call after 1pm 722-0344

PROGRAM AIDE position available for the Belleville area - full and part time to work with mentally handicapped in a residential setting. Experience preferred with high school diploma. Call between 10 & 4 PM. 697-2137

REAL ESTATE Wanted for soliciting in our office, hourly plus bonuses. Apply Monday thru Thursday, 10am-3pm, 25390 Six Mile Road, Redford

RENTAL AGENT

Suburban complex. Experienced, references. Call between 9 & 5, Mon. thru Fri.

352-2013
An Equal Opportunity Employer

RENTAL CONSULTANT

Northville apt. complex is seeking a person who enjoys working with people & has good office skills. Must be able to work some weekends Pleasant atmosphere, salary plus benefits, experience helpful, please call between 2-5 pm only

349-8410

RESTAURANT MANAGEMENT
Restaurant management experience required. Salary open. Call 349-1818

SHAMPOO ASSISTANT - licensed, experienced only for exclusive Northwest Southfield salon 399-1811 253-5110

SHOW BIZ
Exciting opportunity for inside/outside help for entertainment show. Call Mr. Allen 376-1869

TAILOR - Full time, mens and womens alterations Established better retail store, western suburbs Genuine and salary requirements to Box #367, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

TELEPHONE INSTALLATION experience. 4 years plus Oakland County resident. Cata eligible. Call Mon. thru Fri only. 333-7455

TEST MAN
Must have at least 1 yr years experience in circuit board testing. Knowledge of solid state components required. Must be able to read electrical blueprints. Some travel. Resumes only to Madar Inc. 34700 Grand River, Farmington Hills, Mich 48018

TOOL MAKER
Permanent position, minimum 10 yrs. prototype experience only, skilled on mill, lathe & grinder. Must be creative & highly skilled, respond to PO Box C, Southgate, MI 48195

TRAVEL AGENT - Start the New Year right with new surroundings. Minimum 3 years sales experience in domestic and international Travel. Must be Sales or Apollo trained. Busy and diversified Southfield agency. Please call Jacki 424-8110

WANTED an experienced hairdresser with clientele for busy Birmingham shop Also may rent station to qualified person Applicants should have some references. Call 646-6383

502 Help Wanted Dental-Medical

A PERSON with proficiency abilities & a minimum of 2 yrs. experience in dental insurance & accounts receivable collections. The position involves back office & telephone contact with patients. A working knowledge of computerized billing would be helpful Send resume to PO Box 118, Novi, Michigan 48050

CREATIVE, Intelligent, mature individual with dental background for pulbic relations position. Must be aggressive dental office. Must have good Writers & verbal communication skills Birmingham - Southfield area. Good salary, fringe benefits, area. Send salary requirement to Box #352, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

DENTAL ASSISTANT, full time, needed for 2 partner general dentist located in Livonia. Certified or experienced. Mon. thru Fri., 8am-5pm. 478-2112

502 Help Wanted Dental-Medical

ATTENTION!
L.P.N's & R.N.'s
The Weight Loss & Fitness Clinic at the FRANKLIN RACQUET CLUB is now accepting applications. Work in a prestigious Health & Fitness Clinic. Put your nursing knowledge to use in a related atmosphere and receive personal satisfaction. Use our facilities. No weekends, holidays or late night work. Join the staff that really cares. No calls. Stop in or send resumes to

FRANKLIN RACQUET CLUB
29255 Northwestern Hwy.
Southfield, Mich., 48037.

DENTAL ASSISTANT-Receptionist. Experienced only. Rochester office. Send resume to 4388 Patrick Rd, Orchard Lake, MI 48033.

DENTAL RECEPTIONIST/Assistant. Can Plymouth area Experience necessary. Send resume to P. O. Box 5013, West Bloomfield, MI 48033.

DENTAL RECEPTIONIST - full time Experience necessary for front desk duties and insurance. Progressive office. Livonia Call 10am - 2pm 425-0662

DENTAL RECEPTIONIST
N. W. area, No eves or Sat. 4½ days week. Experience preferred. Box 2351 Farmington Hills, Mich 48018

EXPERIENCED medical secretary for Livonia OB/GYN practice Blue Cross, Medicare & Medicaid, good salary & benefits. 427-2550

HAWTHORN CENTER
ANNOUNCES
(immediate job opening for
RN

Full time. Afternoons. To qualify you must enjoy working with children Be able to work in a creative & informal atmosphere. Want to participate in a well defined multi-discipline treatment program for emotionally impaired children. Orientation program and continuing education training for all staff. State Civil Service fringe benefits.

349-3000 Ex. 550
8AM-4PM

HEAD NURSE
1ST LINE MANAGEMENT

Leadership opportunity for BSN prepared practitioner in home health agency. Knowledge of medi-care & other private insurance plans is a must. Organizational skills necessary. Prefer 2-3 yrs of clinical practice & team leading supervisory skills

CONTACT
552-0636
The Health Care Professionals
Or Apply
17,000 W. 8 Mile, Southfield

IF YOU ARE An LPN, LVN, or Medical Assistant wish to move into a rewarding career, we have a position for you. National ophthalmology group practice organization has full time staffing coordinator position available in local Southfield office. Duties include: staffing for temporary nursing service, scheduling & performance of in-office ancillary personnel, plus on-call responsibilities. Successful candidate must be a self-starter who enjoys heavy telephone communication. For immediate consideration, please call toll free.

1-800-341-0018
An Equal Opportunity Employer

LICENSED PARAMEDIC wanted. $10,300 to start. 3 days work week with fixed schedule. Must be a career person. Apply in person, Taylor Ambulance Service, 11368 Allen Rd., Taylor
An Equal Opportunity Employer

MEDICAL ASSISTANT
needed for Physician Experience EKG Must type. Call 855-1359

MEDICAL BILLER

Must have 2 years medical billing experience - radiology experience preferred $5 50 hour up Good benefits Fee paid.

DAVIS SMITH
Medical Personnel Service
557-7200

NURSES AIDES
Live-ins needed immediately to care for patients in their home 2-5 days Must be flexible, have good typing, own home & own car. Call 642-0311

OFFICE NURSE
FOR
HOME HEALTH AGENCY

Liaison position available for group oriented nurse. Activities include HN appointment scheduling, coordinating activities of field staff, insurance claim review, etc. Prefer LPN with community health background. Applicants must have typing skills & general knowledge of bookkeeping, detail oriented & able to work flexible hours including weekend rotation.

Call 552-0636
Or Apply
The Health Care Professionals
Or
PCO ASSOC.
17,000 W. 8 Mile, Southfield

PHYSICAL THERAPIST needed for Pontiac Nursing Center. Geriatric experience preferred. Full time. Salary with excellent benefits. Contact Administrator. 332-7151

An Equal Opportunity Employer

REGISTERED NURSE
to work in Doctor's office. Rochester. Call between 9am-5pm 651-2755

RN'S/LPN'S
Needed to work in private home in Northern Detroit suburbs. All shifts available. Call 810-6331

Secretary/ Assistant Office Manager

Must have knowledge of office experience including billing, books, transcription, for multi-office job. Good salary and benefits.

DAVIS SMITH
Medical Personnel Service
557-7200

UTILIZATION REVIEW
Oakland County
Part time, flexible time schedule. Mon thru Fri. Must be able to average and able to attend hours twice a month to attend required meetings. MEDICAL & SURGICAL EXPERIENCE NECESSARY. Previous experience preferred, ONLY those qualified need apply.

KERN HOSPITAL
31250 DEQUINDRE
WARREN, MI. 48091

WE ARE seeking an enthusiastically upbeat, self-motivated individual with experienced clerical assistant to fill a people-intensive position in a unique Birmingham dental office. Your position will vary depending upon your own creativity. Call Cathy 646-3313

500 Help Wanted

FIELD
SALES ENGINEER

PACKAGING EXPERIENCE PREFERRED. KNOWLEDGE OF FOOD & BEVERAGE INDUSTRY HELPFUL. TRAVEL REQUIRED.

SEND RESUME TO: R. OVERBECK
P.O. BOX 2500
PLYMOUTH, MI. 48170

504 Help Wanted Office-Clerical

ADMINISTRATIVE SECRETARY
Farmington Hills firm is looking for experienced individual with 3-5 years experience, to perform secretarial/administrative duties. Previous experience with computers also helpful. Please send resume to ETIS INC. 28104 Orchard Lake rd. Farmington, 48018

Apply Now!
Secretaries
Executive Secretaries
Stenographers
Word Processors
Data Programmers
Come to Work for
- The Top Paying -
Temporary Help Service

G.M.S.
GENERAL
MANAGEMENT
SERVICE

The New Approach to
Temporary Help

29701 W. Six Mile
- Suite 140A -
Livonia, Michigan

Call for Appointment

427-7660

ASSISTANT OFFICE MANAGER
Light bookkeeping, typing, inside sales, customer service and other general office duties needed. Send resume to Empire Electronics Inc., 1004 W. 14 Mile, Clawson, MI 48017

ATTENTION
SECRETARIES
TYPISTS - 60 WPM
WORD PROCESSORS

We have work in the downtown and suburban areas for those who have any of the above skills.

CALL FOR APPOINTMENT

LIVONIA	525-0330
DEARBORN	565-6060
SOUTHFIELD	569-7500
WARREN	977-0860

WITT
SERVICES
The Temporary Help People

BOOKKEEPER
ACCOUNTING CLERK
Large apartment management firm in Southfield has immediate openings. Accounts receivable and collection experience helpful. Send resume to

EDWARD ROSE & SONS
P.O. Box 5071
Southfield, Mich., 48037

BOOKKEEPER - experienced three general ledgers for permanent part time position in medical office. Apply in person 360, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

BOOKKEEPER
Experienced Bookkeeper, full time, with data processing experience Recommendations include full charge thru trial balance. Reply to Box 366, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

BOOKKEEPER
Full charge, part time. Berkley location 547-9330

BOOKKEEPER - Southfield based firm seeks person with 3 years bookkeeping background in accounting. Send resume & salary requirements to Box 230 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

CLERK TYPIST for sales office. Light bookplay & typing, good math & clerical skills. Reply by letter or resume to 23315 Hilltop, Southfield, Mich., 48075.

DATA ENTRY/TRANSCRIPTION/Market support. Strong phone skills, good typing, downtown bank district. Mrs Ferre, 963-8220

ENTRY LEVEL SECRETARIES

To $10,000 Enthusiasm & organization a great start for this position. Lots of phone & typing. Growing company with excellent benefits and advancement opportunities. Call our clerical supervisor at

FIRM
SNELLING & SNELLING
TROY 649-5900

EXECUTIVE SECRETARIES - needed for long & short term assignments.

UNIFORCE
1000 S. Woodward Birmingham

646-7660

EXPERIENCED BOOKKEEPER
For the office of a Jewelry Store. Included for 2-3 days per week, possibly full time during busy seasons. Must include full charge thru trial balance. Reply Box 368, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

EXPERIENCED CLAIMS CLERICAL, Fringe Benefits, Southfield area Call Mrs Barron
354-1870

FRONT DESK SECRETARY

Occupy the "spotlight" desk in this growing firm. Light shorthand is fine. $13,700 to start. Call after 3 PM. please.

SNELLING & SNELLING
Southfield 353-2090

INSURANCE AGENCY office - customer service representative, full time position. Expertise in Casualty Insurance experience required. Apply in person, Professional Insurance Associates, 3029 So. Wayne Rd., Wayne.

LEGAL SECRETARY needed for Troy law firm. Experience preferred but not required. Excellent benefits. Salary commensurate with experience. Contact Dean for interview. 879-6260

LEGAL SECRETARY - for Birmingham law firm, some experience & good skills necessary, good salary & benefits Call Laura 646-0650

Legal Secretary
The search is here to bring home some charm To pay all those bills while you start a family Use your typing and shorthand to land laid non. It's the best opportunity under the sun! $13,500 plus benefits and the fee paid. Call Mary at 7 Pat.

SNELLING & SNELLING
Southfield 353-2090

504 Help Wanted Office-Clerical

LEGAL SECRETARIES

Experienced legal secretaries needed for permanent or temporary assignments in the metro & suburban areas. Call now or send your resume.

ALL FEES PAID EMPLOYER

JOANNE
MANSFIELD
LEGAL
PERSONNEL

Suite 200
755 W. Big Beaver
Troy, MI 48084
362-3150
Eves & Weekends, 851-2050

MEDICAL COMPUTER OPERATOR
Southfield area. Experienced only. Full time Days 350-5905, or After 7PM... 344-8378

OFFICE POSITION

Light office experience and a pleasant telephone personality required for this entry-level position. Starting salary $700 per month, plus full benefits. Interested parties call 362-2188 on Tuesday, Jan. 4 or Wednesday, Jan. 5 between 12:30 & 3:30 pm.

An Equal Opportunity Employer

OFFICE WORK
Part time for local Westland insurance agency. Call 326-6502

ONE CALL DOES IT ALL
Place your classified want ad in
Suburban Detroit's largest newspaper
The Observer & Eccentric Newspapers

591-0900	Wayne
644-1070	Oakland
852-3222	Rochester/Avon

Use your Visa or Master Card

PART TIME OFFICE work 9 am to 3 pm Mon thru Fri $3. per hour. Phone 348-1000 836-1065

RECEPTIONIST/CLERK - insurance office, full time, office experience required, only in person
Professional Insurance Associates, 3029 So Wayne Rd., Wayne.

RECEPTIONIST

Professional appearance, excellent telephone, typing, etiquette, and demeanor required. Qualified applicants must have previous switchboard experience. Salary commensurate. Full fringe benefits. Call for appointment.

557-7700, Ext 544

SECRETARIES - TYPISTS
70 WPM, needed for tri-city area. Temporary positions
Temporary Specialists. 354-3033

SECRETARY/
GENERAL OFFICE
Aggressive secretary for diversified office position. Must have excellent communication, typing & knowledge of office procedures. Minimum 3 yrs experience. 9 Mile - Southfield location.

557-2500

- SECRETARY -
Major Corporation seeks experienced Secretary for N.W. Suburban 2 Salesmen Office. Responsibilities include handling customer telephone inquiries & order entries in addition to normal secretarial duties Seeking experienced, resourceful individual who can plan & schedule their own time. Must be able to oversee the operation of the office during absence of the Salesmen. Please send resume & current earnings to
F & S Branch Manager, Suite 205, 37570 W. 12 Mile Rd., Southfield, Mi. 48076

SECRETARY - new Southfield engineering firm. Must have good typing, shorthand, phones & correspondence. $12,000 fee paid

LOIS RAY
PERSONNEL
SOUTHFIELD 559-0560

SECRETARY
part time Bookkeeping and typing. Send resume to
34176 Ford Rd. Westland 48185

SECRETARY/RECEPTIONIST
We are seeking a qualified person for Secretarial & Reception responsibilities. Good Salary & Benefit Package. Please respond in person, Mon thru Fri, 9AM-3PM, at:

Freiter Appliance Co
29901 Southfield Rd.
Livonia, Mi 48150

SECRETARY with insurance experience preferred. Part time to start for agency in Garden City. Send resume to P.O. Box 491, Garden City, MI 48135.

SECRETARY with bookkeeping skills, full time. Non-smoker. Telegraph - 12 Mile Rd. area. Call between 8AM-11 AM 532-3300 532-3301

SHANI, AGGRESSIVE individual - full-time salaried position. You will be trained to handle phone inquiries in our Woodward office. Outgoing personality essential. Age or prior experience not important. 543-6723

SKILLS PAY BILLS

Short & Long Term Assignments

We need:
WORD PROCESSORS
SECRETARIES
(with some shorthand)
SR. TYPISTS

SUBURBAN
Office Servies

Rochester	651-1500
Farmington	477-9840

SOUTHFIELD LAW Firm seeks Legal secretary, fully experienced with English, Good spelling & typing skills. Able to start immediately. Call Pat for appointment. 355-1300

SOUTHFIELD SECRETARY
Two (2) boss partners need a Salary Secretary Must have excellent skills, be experienced with a Dictaphone & enjoy working with figures. This is just the job for a detail-oriented, experienced Secretary. Generous salary & benefits. Send confidential resume to:

Mr. Hendricks P.O. Box 691,
Southfield, MI. 48037

START THE NEW YEAR OFF RIGHT WITH MANPOWER
As jobs become available your skills will be in demand. Accepting applications for the following skills: Typists (65 WPM), Word Processing Operators.

MANPOWER
TEMPORARY SERVICES

LIVONIA	478-1130
TROY	585-5595
DETROIT	865-7000

STATISTICAL TYPIST - Secretary for Farmington Hills CPA Firm. 478-7449

TYPISTS - TEMPORARY
Southfield CPA firm needs temp Typists to help with the Overland Swing the Tax Season (Feb thru April). Data Entry experience & familiarity with Tax Forms - a Plus. 40 Hour Week - opportunity to work 12 hours/week, please call. 353-2500 ext. 344

504 Help Wanted Office-Clerical

VARIETY JOB

Small suburban firm has immediate opening for person with typing skill and good figure aptitude for diversified position. Good telephone manner & 3 years recent office experience is needed. Company offers good starting salary and benefits included dental. Call today for a personal interview.

PEMANENT STAFF
LIVONIA 522-4210

YOUNG EXPANDING company now searching for challenging rewarding position in our billing office. Applicant should be a proficient typist with a positive attitude toward a fast paced office. Also prefer college background or equivalent. Some computer experience helpful but not necessary. Apply 21651 Grand River between 8 Mile & Lahser.

505 Help Wanted Food-Beverage

ASSISTANT KITCHEN MANAGER
Experienced, quality minded individual to help supervise a high volume, large staffed kitchen operation. Apply in person O'CONNOR'S, 27345 Grand River, Farmington Hills

BERNARDIN'S RESTAURANT at Applegate Square, 29201 Northwestern Hwy, accepting applications Tuesday 11 am to 4 pm for Cooks, Waitresses, Waiters, Dishwashers, Cashier, Hostess and Busboys.

COOKS - Take help, bar people, 3 yrs. *experience necessary. Call before 11:30 am, ask for Pete Livonia.* 261-1351

HOSTESS ATTRACTIVE, Must be able to work days and weekend nights. Apply in person Mon. thru Fri. 2-5 Chalet, 28305 Plymouth Rd. Livonia

NIGHT SALAD PERSON WANTED Apply in person, Farmington Kids, 23446 Orchard Lake Rd. north of 10 mile, Farmington Hills. See Bob Masters.

OUTGOING PERSON for fast food. Experience helpful, but will train. Apply in person Mon-Fri., Whats Potato, in Broadmoor Mall, 14 Mile & Middlebelt.

WAITRESS or Waiter, wanted Mon. thru Fri., days, some early evening. Bell Tower, 15535 W. 8 Mile Detroit. 341-9322

506 Help Wanted Sales

AAAAAA BEST HATING
Are you looking for a new profession? Farmers Insurance Group offers free training time, without pay or commission, after training Start part time Call. Days, 851-2040 851-2050

ADVERTISING CARLER/SALES
Pocket Savers a rapidly growing & expanding international corporation offers an excellent opportunity for high income & rewards similar to a franchise ownership. Individual will be responsible for maintaining existing accounts as well as developing new business. Full training program, excellent career path which combines high income, large national and management potential Call Mr. Degrassie. 547-2164

RED WING TICKET WINNER

Sheryl Bunch
316 East Street
Rochester, MI

Please call the promotion department of the Observer & Eccentric between 9 A.M. and 5 P.M., Tuesday, January 4, 1983, to claim your two FREE RED WING TICKETS.

591-2300 ext. 244

CONGRATULATIONS

APPRAISAL TRAINEE
Local office on National Organization needs 2 full time career minded individuals, willing to work hard We offer excellent salary, bonus, medical, ideal location, potential first year earnings in excess of $22,000 Call Roy between 10-11am at 478-7000

AUTO SALES - No experience necessary, will train. Apply in person Lawrence Dodge-Plymouth, 30777 Plymouth Rd

AUTO & TRUCK
SALESPEOPLE NEEDED

Large Suburban Olds & GMC Truck Dealer looking for experienced
New Car Sales
Used Car Sales
Our Business is booming due to our great location & facility. Contact Mr. Bill Hodges at
PATRICK OLDS, 852-7200

CAREER IN financial planning sales. Excellent benefits & training, opportunity to earn above average income. Must be mature adult with good education & high school diploma. Call David Walker 352-9700

DO YOU USE COSMETICS?
A Career may be ideal for you
Part time or full time 477-9070

EXCELLENT PAY
Inside work on the telephone.
Call
326-4710

EXPERIENCED TELEPHONE solicitor for Sir Mile/Telegraph area. Call 351-2560

FURNITURE SALESPERSONS for new middle/middle upper type store. Must have at least 2 years proven furniture sales experience. Salary negotiable plus all benefits included. Reply beside street confidence. Reply to Box #378 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

HIRING NOW
Growing company has full time sales opening for sharp aggressive people. Company training. Excellent opportunity. Call for appointment. 533-2910

NEEDLECRAFTERS - A large needlecraft company needs a few good people Part time or full time. Top income. Call 8am-8pm. 835-3700

PART TIME - PERMANENT help, someone with flexible schedule, knowledge of cooking & equipment necessary Ask for Julie 538-7917

PART TIME positions, tailor specialty boutique, all Somerset Mall. Mon, Thurs, Fri. nights, Sun. & must, 12-5. Mon thru 646-6083

PART TIME SALES
Experienced only. Blinds, draperies, bath accessories, wall paper.
Call Mrs. Cook 626-4312

REAL ESTATE IS EXCITING

and financially rewarding. If you are desirous of making between $30,000 & $100,000 per year - call us. We offer complete in-house training and a massive advertising program. 2 great locations in Plymouth Contact.

JIM COURTNEY
Century 21
Gold House Realtors
459-6000

506 Help Wanted Sales

REAL ESTATE SALESPEOPLE

Excellent opportunity for new & experienced Salespeople. Congenial living room atmosphere. Best Plymouth location. 3 offices in Metro Southeast Detroit. Nationwide Referral Program. Free office training program. Call Mary Lou Guilbault - for confidential interview.

HITCHCOCK
GALLERY
OF HOMES
453-2210

SALES PERSON
for growing engraving shop in Westland. Call necessary. Commissions Call 9:30 5 30 728-8666

SALES REPRESENTATIVE wanted to sell electronic automotive parts. Full time but must be willing to spend 25 to 35 hours per week, sales experience necessary. Send resume to P. O. Box 5393, Orchard Lake, MI 48033

TELEPHONE SALES
Aggressive person needed for part time sales position. Experienced only.
Call Gary 559-2231

TELEPHONE SOLICITORS for Southfield home improvement company. Experience preferred or willing to learn. Excellent commission. Call Terri 352-5151

THE DETROIT
SYMPHONY ORCHESTRA
is looking for callers to assist in their Annual Fund raising campaign which will run thru May, in Southfield. Full or Part time, Mon thru Fri., 9am - 9pm Sun thru Fri., with occasional Saturday work. Past donors & above prospects will be contacted. Guaranteed hourly wage with incentive, paid training & bonus paid. For a phone interview, call 313-7057 or 352-3611, Mon. thru Fri., between 1 30pm - 5 30pm.

An Equal Opportunity Employer.

TWO (2) GOOD SUBURBAN HOUSES Now Available. Earn up to $100. weekly - Part-time. For interview, phone Divisional Office, 476-3335

WANTED - aggressive, enthusiastic hard working person for sales phone work. Must work well with people, experience several years helpful. Southfield location. Call between 10-5 569-6222

507 Help Wanted Part Time

BODY MOTION desires aerobic dance instructors. Part time Fee training information call between 10am-2pm 855-2321

BOOKKEEPER/RENTAL AGENT, part time, will train for the experienced. Romulus Call Mr. Myers. 595-4419

BOWLING COUNTER - days & eves. Experience required. Southfield area 441-4410

COOK FOR Day care center, part time, minimum wage, experience preferred Troy area. Call between 8am-11am 641-6490

EXCELLENT PAY
Inside work on the telephone
Call
326-4710

KEYLINER - TYPESETTER
who can handle marking. Experienced only! Part time, opportunity for Manager Livonia shop 535-6378

MATURE ADDITION for part time phone interviews with growing media research firm No sales. 354-0937 354-4937

Part Time/Temporary Position
Conducting work shop for the unemployed Varied information hours. Experience in placement or vocational counseling helpful but not necessary. Various locations in South Eastern Michigan. Call Monday and Tuesday Cata at 1-237-3700

An Equal Opportunity Employer

SALES CLERK
Understanding of sports & Archery needed. Must be flexible. Apply in person, Jan. 6, 1983, 29410 Six Mile, Livonia

508 Help Wanted Domestic

BABYSITTER for 6 month old, our Novi home, full time, days 474-4540

BABY SITTER, mature woman to care for 3 year old in my Troy home 5 days a week, 8 hours a day. Light housework & own transportation 641-9555

BABYSITTER - Mornings before school, 7 to 8 45 AM, afternoons after school, 4 to 6 30 Afternoon hours optional. Must have own car. Call after 5 PM 334-0217

BABYSITTER - My home, 2 children ages 5 & 2 Tuesday only. Own transportation, 12 Mile & Telegraph Call after 5PM. 356-0217

BABY SITTER needed 5 days a week, must be able to help with light housework, take charge of 2 children, your transportation, my Troy home, must have references 641-2712

BABYSITTER NEEDED- Mature, 2-3 days a week, for 1 yr. old in my Rochester home Call after 4PM 651-2081

BABYSITTER needed - mature, loving person to care for our daughter, days or evenings for 5 year old and 15 month old, own transportation, 6 Mile West area 591-0724

BABY SITTER, Thomas Jefferson elementary area, Mon. Wed & Fri. non smoker, own transportation, W. Bloomfield area. 851-0547

EXPERIENCED Housekeeper needed to assist Mon. Mon thru Fri., Birmingham Bloomfield area. Referenced required Phone for interview 626-2325

EXPERIENCED responsible person to care for infant in our Bloomfield Twp home, days, 7am - 3pm. Light duties 231-2580

HOUSEKEEPER, Live-in, good home for mature & reliable person. Must love children, no housework, recent references Birmingham. 645-6767

LIVE-IN BABYSITTER with light housework. Exchange for room & board Weekends off, lovely Plymouth area Reference. 459-8080

LIVE