EMPLOYMENT

504 Help Wanted Office-Clerical

RECEPTIONIST
Part time, 30 hrs per week, light typing & filing, answer phones. Send resume to: Mr Feil, 27493 Schoolcraft, Livonia, Mi., 48150.

RECEPTIONIST
APPOINTMENT SECRETARY
for busy West Dearborn private dental office. Full time. Pleasant phone personality. Light typing and general people person. Benefits/Bonus plan.
RECEPTIONIST
$14,560-$15,600
FEE PAID
Fantastic position for an energetic flexible person in a large suburban company with rapid advancement and super benefits. Your good typing and knowledgeable word processing is the key for this diversified position. Call Shirley now. 464-0909.
SNELLING & SNELLING

RECEPTIONIST
A prestigious law firm in Birmingham needs an enthusiastic, professional receptionist for their front desk. Responsibilities include answering telephones, typing and assisting with other projects as seeking a position with potential to advance to a legal secretary, send your resume in confidence to: Ms. Lowe, P. O. Box 91, Southfield, MI 48037.

Plante & Moran recruiting for An Equal Opportunity Employer

RECEPTIONIST/
ADMINISTRATIVE
ASSISTANT
$12,000 FEE PAID
If you like to decisive and think on your feet, enjoy dealing with your own boss, an outstanding opportunity awaits you! Accurate typing skills and a pleasant phone personality a must. Will train on the word processor. Call our Clerical Department at 649-5900.
SNELLING & SNELLING OF TROY

EXECUTIVE SECRETARY
President of Warehousing company seeking experienced Secretary. 5 years prior secretarial experience mandatory, some computer experience preferred. Salary $1,500 per month, full benefits. Resume to Box 484, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

ADMINISTRATIVE SECRETARY
Detroit jeweler has immediate opening for Corporate staff vice division (Troy location) for a self motivated versatile professional who can handle client communications, typing and bookkeeping. Knowledge of retail systems helpful. Good benefits. Send resume to Box 480, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

SALES ASS'T
Prestigious Birmingham radio representatives company seeks mature, responsible person for sales secretarial & organizational skills. Send cover letter & resume to: Select Radio Representatives, 251 Merrill St, Birmingham, 48011

SALES SECRETARY
Due to an internal promotion, a Fortune 500 manufacturing company located in Southfield has an immediate opening. Job requirements include typing (50 wpm) & dictation, shorthand and excellent telephone skills. Job consists of sales data and requires a dependable, ambitious person. If qualified, please forward your resume to Box 598 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

An Equal Opportunity Employer

SALES SECRETARY - full time in manufacturers repe office. Typing & shorthand required. Must be willing to learn pricing procedures & border followup. Ideal for person looking for work with variety & challenge. Excellent benefits. Pleasant working field office in 12 mile Northwestern Hwy area. 355-1610

SECRETARIAL entry-level position for Southfield computer software firm. Typing, filing, general office duties. Organizational skills a must. $9,000-$12,000 plus benefits. Resumes only: Marketing Coordinator, 24681 Northwestern Highway, Southfield, MI 48075

SECRETARIAL
OPPORTUNITIES
● Secretary to President . $22,000
● Legal Secretary . $20,000
● Office Manager . $20,000
● Bookkeeper . $17,000
● Secretary/Receptionist . $18,000

ALL FEES PAID
EVENING APPOINTMENTS AVAILABLE
Personnel Systems
9450 S. Main - Suite 102
Plymouth, MI 48170
459-1166

SECRETARIES
PART-TIME
Michigan National Corporation is currently seeking highly-motivated individuals for part-time Secretarial positions in the Birmingham area.
Hours will be from 8am to 1pm Monday through Friday. Interested parties should have excellent written and verbal communications skills and should type 55 wpm. Previous secretarial experience a plus.
Please apply in person Mon-Fri between the hours of 10am and 2pm at: 3500 West Maple (Northeast corner of Maple and Lahser), Birmingham, Michigan.
These positions are accompanied by good salaries and benefit packages.
MICHIGAN NATIONAL CORPORATION
An Equal Opportunity Employer

SECRETARIES
TO $22,000
FEE PAID
• Two positions available in the prestigious Renton, Congenial atmosphere and great benefits.
Call 338-7400.
SNELLING & SNELLING

SECRETARIES
TYPISTS
LEGAL SECRETARIES
WORD PROCESSORS
Needed for long or short term assignments. Top rates. Weekly pay checks.
WESTERN TEMPORARY SERVICE
2018 Penobscot Bldg. 964-8571
6968 Crooks Rd. 879-8300

SECRETARIES/
WORD PROCESSING
• Have Wang, Xerox 860, CPT or Fortune experience, can type 55 wpm and are interested in working for an excellent company call today.
We offer profit sharing, stock plan and vacation pay.
Opportunities available in Dearborn and Downtown Detroit.
Norrell Services Inc.
Office Automation Staffing Div.
593-3703

504 Help Wanted Office-Clerical

SECRETARIAL - part time afternoons. Typing. Attention to details & accuracy a must. Some computer exp. Call Ann 553-6130

SECRETARIAL POSITION immediately available in Bloomfield Hills law Office. Must be an excellent typist with some recent legal experience. Good benefits. Call Joyce Lusco 647-1212

Secretarial/Sales Assistant
Non-smoking position involves quotation, typing, communication skills, and clerical duties. Apply: Mon.-Fri. 8am-5pm.
Tri-Mation, Inc.
30987 Industrial Rd.
Livonia, MI 48150

Secretaries
Word Processing
Operators
Typists
Data Entry
Operators
Kelly "SPELLS SUCCESS"
Now through June 7, with each pay envelope, you could be an instant winner of $25 or better your chances of winning one of 100 exciting prizes including cruise ships for two to Hawaii. The more you work, the better your chances to win!
Work at a Fortune 500 company in the Troy area. We have immediate long and short term assignments for individuals with the skills listed above.
You'll earn top pay, merit increases and vacation pay. Call us Mon-Fri for an appointment, 7 am - 5:30 pm.
362-1180
TROY
KELLY
SERVICES
The "Kelly Girl" People
Not an agency; never a fee.
Equal Opportunity Employer M/F/H

SECRETARIES (2) Bloomfield Hills law firm is in need of top-notch people. One position requires 3-5 years litigation. Second: some legal experience preferred. Please forward resume stating salary requirements to:
Office Manager
1400 North Woodward, Suite 205
Bloomfield Hills, MI 48013

EXECUTIVE ASSISTANT/Secretary. Position reports to the president & offers inside sales, office procedures & bookkeeping. Must have math skills, typing & shorthand. Computer background a plus. Send resume & salary requirements to: Mr. Brown, P.O. Box 787, Novi, MI 48050

ADMINISTRATIVE
ASSISTANT
Zurich-American Insurance Group is the U.S. arm of the International Zurich Insurance Group. This is your opportunity to be part of a small branch office in Birmingham.
We're seeking a responsible, versatile and experienced secretary to be the administrative Assistant to our Detroit Branch Manager. Your responsibilities will include a full range of administrative and secretarial duties in areas such as personnel, accounting and marketing.
You could qualify if you have five or more years of secretarial experience, accurate typing skills of 70 wpm, including shorthand 80 wpm, good figure aptitude as well as good communication and organizational skills. Prior background in insurance would be a plus.
As an employee of Zurich Insurance Group, you will receive a competitive salary and comprehensive benefits. For consideration call or send resume to:
540-0015
Michaela Egling
ZURICH-AMERICAN
INSURANCE GROUP
30800 Telegraph,
Suite 3700
Birmingham, Mi., 48010
Equal Opportunity Employer M/F

SECRETARY
ACCOUNTING
Corporate headquarters of manufacturing firm based in Troy, has an immediate need for a secretary in the accounting finance service dept.
Qualified applicants will have typing, good verbal and written communication skills and shorthand/speed writing is a plus. Credit in collections/ accounting background is helpful.
Attractive offices, non smoking environment. Convenient to I-75. Competitive salary, coupled with outstanding fringe benefit package. ONLY those resumes stating salary expectations will be considered. Reply in confidence to: Dept 112, P. O. Box 637, Troy, MI. 48099

SECRETARY
Birmingham Ad Agency needs P.R. Secretary. Must be accurate typist, Lanier W.P. trained helpful but not necessary. Knowledge with a keen attitude needed. SC/BS for employees. Call Mrs. Matthews.
8:30-5:30pm 540-7687

504 Help Wanted Office-Clerical

SECRETARIES - 2 immediate full time openings for secretaries to engineers in small office in Troy area. Requires 3 years experience, 60wpm typing, accurate shorthand & ability to communicate effectively by phone & correspondence. Must be able to work under pressure & to take minutes at meetings. Excellent working conditions, salary & benefits commensurate with experience. Call 649-2420
An Equal Opportunity Employer

SECRETARY
Birmingham Manufacturer's Rep. Agency. Must be accurate typist with good Secretarial skills. Able to organize daily routines & work independently. Experience a must.
646-6477

SECRETARIES
Attention! Would you like a part time job in Southfield with flexible hours & top pay? If you are dependable, take shorthand & can compose letters, please call Mr Matson.
352-0620 ext 938

Secretaries
Word Processing
Operators
Typists
Data Entry
Operators
Kelly "SPELLS SUCCESS"
Now through June 7, with each pay envelope, you could be an instant winner of $25 or better your chances of winning one of 100 exciting prizes including cruise ships for two to Hawaii. The more you work, the better your chances to win!
Work at a Fortune 500 company in the Troy area. We have immediate long and short term assignments for individuals with the skills listed above.
You'll earn top pay, merit increases and vacation pay. Call us Mon-Fri for an appointment, 7 am - 5:30 pm.
362-1180
TROY
KELLY
SERVICES
The "Kelly Girl" People
Not an agency; never a fee.
Equal Opportunity Employer M/F/H

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EXECUTIVE ASSISTANT/Secretary. Position reports to the president & offers inside sales, office procedures & bookkeeping. Must have math skills, typing & shorthand. Computer background a plus. Send resume & salary requirements to: Mr. Brown, P.O. Box 787, Novi, MI 48050

ADMINISTRATIVE
ASSISTANT
Zurich-American Insurance Group is the U.S. arm of the International Zurich Insurance Group. This is your opportunity to be part of a small branch office in Birmingham.
We're seeking a responsible, versatile and experienced secretary to be the administrative Assistant to our Detroit Branch Manager. Your responsibilities will include a full range of administrative and secretarial duties in areas such as personnel, accounting and marketing.
You could qualify if you have five or more years of secretarial experience, accurate typing skills of 70 wpm, including shorthand 80 wpm, good figure aptitude as well as good communication and organizational skills. Prior background in insurance would be a plus.
As an employee of Zurich Insurance Group, you will receive a competitive salary and comprehensive benefits. For consideration call or send resume to:
540-0015
Michaela Egling
ZURICH-AMERICAN
INSURANCE GROUP
30800 Telegraph,
Suite 3700
Birmingham, Mi., 48010
Equal Opportunity Employer M/F

504 Help Wanted Office-Clerical

SECRETARY
Large Oxford manufacturer company in Southfield requires hard-worker with accurate typing (60-70 wpm), accurate filing and other general office skills. Send resume to: Office Manager, P.O. Box 5071, Southfield, MI 48086.

SECRETARY-LEGAL ASSISTANT
Excellent typist, dictaphone; quick Learner. Full - part-time. Salary negotiable. Send resume to:
George Mann, 21500 Greenfield, Suite 202, Oak Park, Mi. 48237

SECRETARY - Mature. Immediate opening. Involves customer service, with good aptitude for figures. Please call 478-3605

SECRETARY - Must be fast, accurate typist who enjoys a challenge and is able to work under pressure. Word processing (Wordstar 2000) a plus. Resumes stating typing speed and salary history to: The Creative Group, 31300 Northwestern Hwy., Farmington Hills, MI 48018

SECRETARY NEEDED immediately for small firm in Plymouth. Word processing and good organizational skills needed. Full or part time.
455-5611

SECRETARY
needed for fast paced automotive company. Typing skills at least 60 wpm, dictation from transcription equipment, word processing helpful. Customer phone and customer contact a must. Interested ? Send resume to Jack Roush Engineering, 11953 Market St, Livonia MI. 48150

SECRETARY
Needed for this long term position in Birmingham. Must type 55 wpm and have knowledge of the IBM Word Perfect.

BOOKKEEPER
Full charge Bookkeeper for long term/permanent position in West Bloomfield. Excellent organizational skills a must.
ENTECH
SERVICES, LTD.
777 Chicago Rd., Troy
332-4350 588-5510

Ahead of The Rest
SECRETARY - PUBLIC RELATIONS
Expanding public relations firm in Southfield has immediate openings for Secretaries. Qualified candidates should have 2-3 years of secretarial experience and type a minimum of 65 wpm accurately. We offer an excellent benefits package and salary range of $12-$14,000. Please call Office Administrator at 423-4600 or send resume and salary requirements in confidence to: OFFICE ADMINISTRATOR, MO & O Communications, 17117 9 Mile Rd., Suite 1543, Southfield, MI. 48076.
An Equal Opportunity Employer

SECRETARY/RECEPTIONIST
Full time position for out-patient counseling clinic. Requires good telephone skills, typing, filing and good math ability. $175 per week salary. Call Jean between 9-11 at 351-3760

Secretary/Receptionist
PART - TIME
For busy law office in Twin Lakes in West Bloomfield. Evenings and weekends. Good typing and organizational skills. Call Bob Masserson 681-4960

SECRETARY/RECEPTIONIST
for busy Southfield office. Must have typing (Minimum 5 years experience required), must have good phone personality, type minimum 55wpm, word processing experience. Salary negotiable based on experience. Good benefits. Call Mike Hunsberger, 474-0436

SECRETARY/
RECEPTIONIST
Engineering firm seeks mature, well motivated individual with good secretarial/clerical skills. Experience required. Excellent benefits & working conditions. Farmington location. Send resume and salary requirements to Box 458, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

SECRETARY
SALARY TO $12,000
Immediate opening in Livonia for good grammar, math skills & typing. Company offers full benefit package. CALL TODAY for an interview.
All Our Fees Are Company Paid
PERMANENT STAFF
LIVONIA 591-2221
SOUTHFIELD 353-0505
TROY 362-4004
SOUTHWEST SUBURB 248-9200
ST. CLAIR SHORES 296-5800

SECRETARY
Seeking bright beginner for full time entry level position in our Birmingham Corporate Office. Must be flexible for a variety of duties including typing, filing, recordkeeping, dictaphone and errands. Requires excellent typing, math and spelling skills. Excellent salary for enthusiastic individual. Full benefits including tuition reimbursement. Please call or send resume to:
ERB Lumber Co.
Personnel Department
P.O. Box 436
Birmingham, MI 48012
644-8300

504 Help Wanted Office-Clerical

SECRETARY/RECEPTIONIST
Real estate property management firm in Southfield has an opening for a Secretary/Receptionist. The position requires a cheerful personality, the ability to handle a busy phone, excellent typing skills and the ability to work well with others. Previous secretarial experience a must. Please send resume and salary requirement to 29824 Southfield Rd., Suite 100, Southfield, MI 48076

SECRETARY/RECEPTIONIST, I need 2 intelligent articulate college students to work part time mornings and Sats. am. $4.50 per hour to start. Mr. Chapman 646-0858

SECRETARY
Southfield based company has an immediate need for a full time individual with proven secretarial skills. Qualified candidate must have previous experience using electronic typewriter, word processing & excellent grammatical skills. Starting salary - $6 per hr. Full company benefits. Apply Mon. thru Fri. at Nationwide Security, 27816 Franklin Rd., Southfield 355-0300

SECRETARY
Southfield area Law Firm. Legal experience not necessary, but helpful. Typing required. Call 358-1960

SECRETARY
Southfield-based Electronics Co. has immediate opening for Secretary in Sales Dept. Must have good office skills & experience on P.C. as duties will include Word Processing & computerized billing. Call for details & appointment. 353-3230

SECRETARY
SOUTHFIELD
Variety position.....Utilize your secretarial skills & organizational ability with expanding firm. Lots of public contact & pleasant new offices. Good starting salary to $14,000 plus benefits. CALL TODAY for a personal interview.
All Our Fees Are Company Paid
PERMANENT STAFF
LIVONIA 591-2221
SOUTHFIELD 353-0505
TROY 362-4004
SOUTHWEST SUBURB 248-9200
ST. CLAIR SHORES 296-5800

SECRETARY (Stenographer) GS-318-3/4/5. Provide the principal clerical and administrative support for the office. You must be able to type 40 wpm with no more than 3 errors and take dictation accurately at 80 wpm. You must also have the appropriate experience or education to qualify. GS-3 $11,456-$14,882; GS-4 $12,842; GS-5 $14,382. Call IRS for application information at 313-226-8227

SECRETARY
Top notch position in Livonia for person who can type 60 WPM, has shorthand at 100 WPM and 3 years previous office experience. Good pay. Benefits. Call Margo now.
591-1100

SECRETARY
Troy based international/industrial real estate company seeking person with excellent typing, shorthand and composition skills to assist sales staff. Prior experience or knowledge of real estate terms and formats helpful.
FARBMAN STEIN & CO.
362-3333

SECRETARY/TYPIST
We need a sharp, bright person who seeks permanent employment with a growing company in Southfield. We work 8 hours per day, 40 hours per week. Salary to start $15,600 per year. CALL TODAY for an interview.
Call Bob Masserson 681-4960

SECRETARY WANTED for Farmington Hills law office. Must have ability to work independently and accurately. Will train on Word Perfect operation. Pleasant telephone manner essential. Salary commensurate with ability. Send resume to Box 424, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

SECRETARY/WORD PROCESSOR
Detroit based law firm seeks individual for Secretary/Word Processor position. Should have good typing skills, word processing experience & excellent phone manner. Opportunity for advancement. Send resume to: Secretary, P.O. Box 658, Detroit, MI 48231.

SECRETARY
WORD PROCESSOR
$14,000 FEE PAID
Plush suburban firm offers an excellent opportunity if you have typing of 65 wpm, word processing skills and a front desk personality. Benefits included and only a 35 hour work week! Call our Clerical Department, 649-5900.
SNELLING & SNELLING
OF TROY

SECRETARY/SALES ASSIST
Experience required. $900 per month. Fee paid.
AHRENS EMPLOYMENT
2018 Penobscot Bldg. 963-8205
6968 Crooks 879-1420

SOUTHFIELD LAW FIRM
Full time legal secretary with excellent typing & dictaphone skills for litigation partner. Salary commensurate with qualifications & background. Excellent benefits.
Call Yvonne at 963-7417

SPECIALTY STEEL Company has a clerical position open with possibilities for advancement. Position would require accurate typing and good organizational skills and general office duties.
Alstee International Inc.
631-1200

504 Help Wanted Office-Clerical

SECRETARY
With bookkeeping background needed. Southfield area. Call Sue. 559-0710

SR. WORD PROCESSOR
$15,000 a year, plus full benefits, type 65 wpm, strong word processing experience required. Fee paid.
ARCHER EMPLOYMENT
2018 Penobscot Bldg. 963-8205
6968 Crooks Rd. 879-1420

STENOGRAPHER for Southfield law office. No legal experience necessary but must be able to type 55-60 wpm. 566-5338

TAX CLERK
$10,000 plus working with tax attorney. Experience required. Fee paid.
ARCHER EMPLOYMENT
2018 Penobscot Bldg. 963-8205
6968 Crooks Rd. 879-1420

TELEPHONE
SURVEY
CLERKS
We need many experienced Telephone Survey Clerks for local company. If you are perky and like people, these positions are perfect. No sales involved. Hours available are from 9am-5pm. No fee. Top Pay and benefits.
SOUTHFIELD 569-1678
DOWNTOWN 963-8060
VICTOR
TEMPORARY SERVICES
M/F EOE

Teller Position
Must know how to type & use calculator. Farmington area. 474-7100

TROY LAW OFFICE
needs part-time Office Clerk.
Typing required. 643-4444

Typing Positions
Available at Southfield office of national firm. Afternoons and evenings available. If interested, contact Kathy 443-5833

TYPIST - medical mag co. Company located in Southfield has a full time position open for a good Typist, 60 WPM, great benefits. Call Personnel, 353-2620

TYPIST
Accurate, fast Production Typist required by major Southfield Corporation. Word processing/Wordstar experience helpful. Excellent benefits.
An Equal Opportunity Employer
Send resume to: Box 424, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

TYPISTS
DICTAPHONE OPERATOR
Immediate openings for typists & dictaphone operator in the Livonia, Farmington area. 50wpm required. Call for an appointment.

Somebody
Sometime
Temporary Help
Livonia 477-0900

TYPIST/WORD PROCESSOR for Southfield C.P.A. firm. Experienced statistical typing with knowledge of Wordstar. Salary open. Excellent benefits. Call Mrs Fox 387-5000

TYPIST
60-65 WPM, detail oriented, word processing knowledge. Located in Southfield. Call Ann or Marion Kalesi, 353-1945

Supplemental
Staffing, Inc.
The Temporary Help People

504 Help Wanted Office-Clerical

TYPIST - PART TIME
Southfield. Accuracy in spelling & grammar a must. 20-25 hours.
Call Sue. 557-3434

TYPIST - PART TIME
Livonia based firm is looking for a part time typist to work an average of 25 hours per week. Extensive dictaphone use with at least 50wpm. Computer experience is an extra. Word Star software on IBM PC experience is liked. Send resume, with desired salary range, to: Personnel, P.O. Box 52007, Livonia, MI. 48152.

TYPIST/RECEPTIONIST
For Oak Park engineering office, good typing & general office duties required. 548-6333

TYPIST/RECEPTIONIST
Personnel Dept. of large Corp. Take charge person. 2-3 yrs. exp. Excellent salary & fabulous benefits. Fee Paid! Employment Ctr. II. 540-4130

TYPIST - Entry level position in growing company. Please respond to: P.O. Box 5096, Southfield, MI., 48046. Attention: Mrs. Paul, Personnel Dept.

TYPIST
Entry-level position.
Pleasant office.
963-2500

$$$
Abilities
Rewarded
Typists
Word
Processors
Secretaries
Data Entry
File Clerks
Enjoy your summer while earning excellent pay at top-notch companies. Work where and when you want. Positions now available in your area. Call today.
● NEVER A FEE
● BONUSES
● PAID VACATIONS
CALL NOW
Farmington Hills 855-8910
Southfield 569-7500
Livonia 525-0330
Auburn Hills 373-9904
Detroit 963-2290
Sterling Hgts. 977-5740
Supplemental
Staffing, Inc.
The Temporary Help People

504 Help Wanted Office-Clerical

TYPIST
Hours flexible, fast, accurate, dictaphone, IBM personal computer equipment. Farmington Hills. Phone 9-4pm. 855-3322

WORD
PROCESSING
OPERATORS
NCI Operators and IBM Operators with Displaywrite III experience needed for long and short term assignments.
BENEFITS - NO FEE
Call TODAY:
NORRELL
SERVICES, INC.
Rochester 651-1500
Warren 751-5314
An Equal Opportunity Employer

Word Processor
Troy firm seeking individual with 1 year experience including transaction duties. Must be able to type 55 WPM. Full time with benefits. Contact: Barbara Hudson between 10am and 2pm at 649-1990

WORD PROCESSOR
Southfield. Full or part time. Call 352-3311, Ext. 17

WORD PROCESSOR - Immediate opening part time, in medical processing consulting office for an enterprising individual with an attention for detail. Must be calm, flexible, organized & able to handle a fast pace. Good written skills a must, word processing skills a necessity, typing speed of 70 WPM required. Experience with Word Perfect word processing software a plus. Call between 9-4 Mon. thru Fri. 858-4111
An Equal Opportunity Employer

$1000
FOR 100 HOURS
One of Detroit's growing temporary help firms wants to help students who are attending the Elementary Scholar Dollars is designed to offer you a chance of receiving a scholarship worth $1000 for working 100 Hours for Temporary Help Service. This could be the one dream August 30th. Call today to participate, never a fee.
TEMPORARY
RESOURCES
356-1616

505 Help Wanted Food-Beverage

A NEW FAMILY RESTAURANT opening shortly in Southfield needs Wait Persons for afternoons & mid-nights, full or part time. Also Cooks. Apply in person 25225 Telegraph, N. of 10 Mile. 353-2320

BANQUET WAITRESSES
Flexible hours, no experience necessary. Apply Sat., 1-3 PM. Mayflower Hotel, 827 W. Ann Arbor Trail, Plymouth.

BANQUET WAIT PERSONS & HOUSEMEN
wanted, full or part time, experience preferred. Apply Thurs. 2-4pm, Thurs. 2-4pm.
SOUTHFIELD MICHIGAN INN
16400 S.E. Hudson Drive
Southfield

504 Help Wanted Office-Clerical

BAKERY DONUT FRYER
Will train the right motivated person. Apply at: Hagelstans Bakery, 800 S. Washington, Royal Oak.

BANQUET BARTENDERS
PART TIME. Flexible hours. Apply Bat., 1-3 PM. Mayflower Hotel, 827 W. Ann Arbor Trail, Plymouth.

BAR PERSON Needed. Full time, part time. Days. Apply Sheraton Inn Livonia necessary. Apply at 36501 Ford Rd., at Hick's Rd.

BAR PERSONS, WAIT PERSONS, Experienced. Now taking applications for Ye Olde Rock & Roll at 1535 Franklin. Apply - Mon. thru Fri. 10 am to 2 pm. 259-4147

BARTENDER/Wait Person wanted, part time. Experience preferred but not necessary. Excellent opportunity for right person. Apply in person: Plum Hollow Lane, 21900 W. 9 Mile at Lahser, Southfield.

BARTENDER/WAIT PERSON wanted part-time, days and weekends. Must be flexible. Livonia area. Call after 11am. 422-0557

BAR WAIT PERSON
Apply Hot Shots Saloon, 28121 Plymout Rd., Livonia. 261-1350

BILL KNAPP'S
Bill Knapp's, a fine family restaurant is looking for dependable, energetic and efficient individuals for the positions of
Cook
Dishwasher
Janitor
We offer a full program of employee benefits, year-round employment available between the hours of 11am and 11pm, Sun. thru Sat., on a full or part-time basis. No experience needed. Apply in person, Mon. thru Fri. between 10 & 5pm.
16965 S. Laurel Park Dr.
(6 Mile, Newburgh area)
Livonia, MI 48154
People interested in joining Bill Knapp's Management Team, send resume to:
Attention Bob Brisebois
An Equal Opportunity Employer

BONANZA
Family Restaurant
NOW HIRING
Full & Part Time
Day & Evening Shift
PREP PERSONS
BUS PEOPLE
COOKS
COUNTER HELP
Flexible hours to suit your needs
Apply in person
38350 W. Ten Mile
(Farmington Hills
(1 block W. of Grand River)

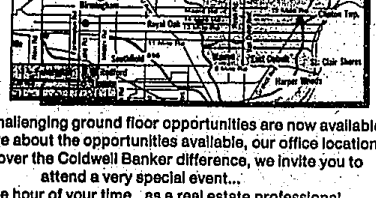
BULLWINKLE'S BAR & RESTAURANT is now taking applications for: Dishwashers, Busboys, Waitresses. Apply in person: 25721 West 7 Mile, Detroit.

BURGER KING
New management - now hiring. Multiple shifts, weekends, flexible hours, full & part time. For interviews are interview, apply in person between 2-4 pm. Mon. thru Fri.
22704 Grand River, Farmington.

504 Help Wanted Sales

COLDWELL
BANKER
REAL ESTATE
737-9323

COLDWELL BANKER
...America's largest real estate company, announces the opening of its newest office in Birmingham to add to our existing offices in the following areas:
• LAKESIDE MALL • LIVONIA MALL • MACOMB MALL
• OAKLAND MALL • TROY • TWELVE OAKS MALL
• WEST BLOOMFIELD



Exciting and challenging ground floor opportunities are now available. To find out more about the opportunities available, our office locations, and to discover the Coldwell Banker difference, we invite you to attend a very special event...
Invest one hour of your time...as a real estate professional, you need to know about us.
CAREER NIGHT
WEDNESDAY, MAY 21st, 7:30 PM
at... The MSU Management Training Center
811 Square Lake Rd., Troy
DOOR PRIZES • REFRESHMENTS
Space is limited, so call Linda Mitchell
Call for reservations at 737-9323
An Equal Opportunity Employer

505 Help Wanted Food-Beverage

NOW HIRING
EXCITING NEW
SPECIALTY RESTAURANT
JOIN THE NEW *Stuart Anderson's*
Serving Lunch & Dinner
with Nightly Entertainment & Dancing
• *American Grill* •
Restaurant in Southfield
• Hosts/Hostesses
• Cashiers
• Bartenders
• Cocktail Servers
• Waiters/Waitresses
• Bussers
• Sous Chefs
• Cooks
• Broiler Cooks
• Fry Cooks
• Dishwashers
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Apply now for one of the best restaurant jobs you'll ever have. You'll enjoy a good hourly rate supplemented with excellent benefits including life, medical and dental insurance. Our high volume gives you the potential to make even more, and if you want to move up in the restaurant business, the opportunities await you.
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