2-8 Office and Business Space

OFFICE building, $100 per month, $50 deposit. Remodeled. 35638 Main St., Wayne. After 7 p.m. 722-3382

NEW building for lease, 20'x50'. Farmington Rd. 1½ blocks north of Five Mile Rd. GA 7-8220

2,100 Square Feet of OFFICE SPACE

Available for long term lease. Very reasonable. Building is on a double lot in Livonia, directly across from the City Hall.

You can remodel interior to fit your needs.

Available January 1, 1971. For further details call Mr. Rosenthal at

261-8600

800 SQ. FT. of office space in Garden City. Clean, reasonable. 32647 Ford Rd. GA 7-3330

OFFICE space with or without warehouse available. 10-Mile Orchard Lake area. Call 477-2555 or 356-0998

BUSINESS OFFICE PLYMOUTH

ABOUT 600 sq. ft. paneled and carpeted waiting room and business office, furnished. Ample parking. Modern stone and brick building. Ideal for accountant, attorney, insurance office, etc.

JOHN McKENNA GA 7-2660

PLYMOUTH, Office space, approx. 400 sq. ft. Heat and lights furnished. $85 monthly. Located 274 S. Main, call 453-3301 or 453-3323

FARMINGTON, 30768 Grand River. Modern office with plenty of parking. 474-8773

2-9 Resorts For Rent

- SKIERS
- SNOWMOBILERS

SEASON RATES

Cozy modern 2-bedroom log cottages, furnished, sleeps 4-8. On PARADISE LAKE, minutes Boyne Highlands-Nubs Nob. 386-7735

2-10 Misc. For Rent

WAREHOUSE or Storage, 800 sq. feet, 10 ft. ceiling. $75 per month, no utilities. Immediate available but not included in rent. City of Wayne. After 5 p.m. 722-3382

STORAGE SPACE

Outside storage space available. Tractors, Bulldozers, etc.

KE 5-2740

2-11 Wanted To Rent

HOME OWNERS

HAVE A HOUSE FOR RENT? Don't experiment with on our experience to provide a qualified tenant for your valuable property. This is our business. Call today.

PALMER Property Management Services 255-5875

PLYMOUTH AREA. Two bedroom home desired by two responsible working adults. Up to $150 per month. References. Call after 6 p.m. KE 2-2737 or 453-4563

WANT to rent large cottage in Irish Hills for winter weekend. 455-1613

WANTED to rent, 2,000 sq. ft. floor space, suitable for drafting room. Send replies to Box No. 438, Observer Newspapers, 29449 W. 6 Mile, Livonia 48152.

STUDIO or 1 bedroom furnished apartment or flat for young gentleman. References. 464-2570

2-11 Wanted To Rent

WANTED — Garage or inside storage for boat and trailer, in suburban area. 353-2574

INSIDE storage for boat or motorcycles, reasonable, call 464-1670

Male Help Wanted 3-1A Administrative

COST ACCOUNTANT. Degree or equivalent, 3-5 years manufacturing experience. Standard or job cost. Salary to $1,250. Fee paid. Call Mr. Sheibela, Professional Personnel Consultants. 477-7080

3-1B Maintenance

Apartment Maintenance

Part time man
Experienced preferred

Sutton Place Apartments
358-4954

MAN needed for light maintenance work. Part time, especially weekends. Call Mr. Taylor between 1 PM and 5 PM 353-3410

JANITOR

Full/Part Time
Call Audrey GA 7-1146

Federal Department Store
29751 Plymouth Rd., Livonia

ALL AROUND MAINTENANCE MEN

Two men needed at once. Experience in electrical, plumbing, carpentry, etc. Apply Mrs. Burdick.

Guardian Photo, Inc.
43043 W. 9 Mile Rd.
NOVI 349-5000

MAINTENANCE MAN

Must be handy with tools, willing to rotate shifts. Age no barrier. Apply

St. Mary Hospital
36475 Five Mile Rd.
Livonia

MAINTENANCE MAN

We have an immediate opening (midnights (11 p.m.-7 a.m.). Must have experience in repair maintenance. Prefer hospital experience. Good starting salary and liberal fringe benefits. We are located one block east of Evergreen. Personnel Office open 8 a.m.-4 p.m.

MARTIN PLACE HOSPITAL W.
19535 Schoolcraft

3-1D Miscellaneous

ACCOUNTING Clerk office manager. Northland Salary $750. Motor City Emp. 835-7004

Sales Rep.

Local supplier has excellent opportunity for right young college man to train for sales position.

Sales Rep. Trainee

Fringe sales. Fee paid. Salary, car, expenses. All benefits. Some experience necessary.

I.P.S. Inc.
19046 Middlebelt at 7
476-9062

GAS station attendant for Farmington area. Afternoons and evenings. Call after 6 PM. 363-7377

Male Help Wanted

TRUCK MAINTENANCE

Must have experience in preventive maintenance and Semi Driving. Prefer Diesel experience.

TOP PAY

Paid Blue Cross-Blue Shield

LIFETIME DOOR, INC.
12500 MERRIMAN
LIVONIA

LICENSED ELECTRICIAN

Hospital and Pension Group Benefits Paid

APPLY GATE GUARD

Wyckoff Steel Division
PILGRIM WORKS
1000 GENERAL DRIVE
Plymouth, Michigan

CIVIL ENGINEERING FIRM HAS PERMANENT FULL TIME POSITIONS OPEN FOR:

CIVIL ENGINEER

with 3 years experience in subdivision design. Will also consider 5 years experience in water, sewer and paving.

DRAFTSMEN

Experience in water, sewer and paving. Excellent benefits program, including paid vacation, holidays, personal days, hospitalization, major medical, life insurance and vesting retirement plan.

WADE, TRIM & ASSOC., INC.
25185 Goddard, Taylor, Michigan
Call 291-5400 between 9 a.m.-4 p.m. for appt.
(An equal opportunity employer)

Male Help Wanted 3-1D Miscellaneous

FOREMAN for metal stamping operation, should have knowledge of progressive dies, tapping and welding. Send resume to Box 2178, Livonia, Michigan, 48151.

Shoe Sales Manager Trainee, $400-$450 DOE.

Sales Coordinator (some sales experience desirable, not necessary, $600-$650.

Manager Trainee, $450-up DOE

Majority of Above Fee Paid

WESTLAND EMPLOYMENT
18224 Farmington Rd.
477-6481

SPORTS OFFICIALS
BASKETBALL
$6 PER GAME
APPLY BY NOV. 20

WINTER RECREATION PLAYLEADER

$2.50 PER HR., Livonia residents at least 19 years old, to supervise or officiate basketball, volley ball or instruct other recreation activities such as badminton. Apply by Nov. 20 to City of Livonia, Civil Service Commission, 33233 5 Mile Rd. 421-2000, ext. 288

Electronic Tech.

If you have some electronic exp. or schooling in solid state, closed circuit TV, etc., we have 4 openings.

PLUS MANY OTHERS
I.P.S. Inc.
19046 Middlebelt at 7 Mile
476-9062

POLICE CADETS
$7,300 - $7,612

HIGH school graduate to train for police work. Apply by Nov. 20 to City of Livonia, Civil Service Commission, 33233 5 Mile Rd.
421-2000, ext. 288

Flexo Writer Operator

Experienced preferred. Good wages and fringe benefits. Send brief resume. Observer Newspapers, Inc. Box #432, 29449 West Six Mile Road, Livonia, Michigan, 48151.

SERVICE station attendant. Full-time, experienced, 21 years or older. Six Mile Middlebelt Shell Station.

Manager Trainee
$650—No Fee

International corporation requires an aggressive man with some college for an administrative position. Offers rapid advancement and outstanding fringes including company car.

EMPLOYERS PERSONNEL SERVICE
255-5600

Mangmt. Tr.

H.S. and college graduates. Excellent salaries. Major corporations looking for promotable people.

Service Rep.

Secure job with large company. Your ability and good training assures rapid development.

I.P.S. Inc.
19046 Middlebelt at 7
476-9062

SUPERVISOR

with mechanical ability for installation and maintenance of new food service automated assembly line. Must be a self starter and problem solver. Please send resume and salary requirements to Box 428, Observer Newspapers, 29449 West Six Mile Rd., Livonia 48152. Equal Opportunity Employer

WATCHMEN
YEAR AROUND WORK
Apply

S. M. C.
800 JUNCTION
Plymouth, Mich.
(Near Sheldon Road)

Computer Operator 360-20

Disk experience for afternoon shift. Must be able to work with little supervision. Livonia area. Please write Box #436, c/o Observer Newspapers, 29449 W. 6 Mile Rd., Livonia, Mich. 48152.

MAN to work on grounds, year-round work. Good working conditions. St. John's Seminary, 44011 5 Mile Rd., Plymouth. 453-6200

HIGH SCHOOL GRADS Ex-GI's

Train for the future. Need men for management, sales, finance. Earn while you learn.

PLUS MANY OTHERS
I.P.S. Inc.
19046 Middlebelt at 7 Mile
476-9062

Male Help Wanted 3-1D Miscellaneous

PRINTER

Small offset and letter press experience, full or part time for new westside plant. Call

898-2400

MASS HIRING

DUE to new sales location opening and increase in factory production, $700 per month to start for qualified applicants. Must have car and be able to start immediately. For further information, call Thursday only 10 a.m.-8 p.m.

425-8502

PRINTING WORK

11 P.M. - 7:30 A.M.
MONDAY THRU FRIDAY

Interesting positions available for qualified applicants to train for steady long term positions in Modern Air Conditioned printing plant. No printing experience required. High school graduate preferred. Good hourly rate plus overtime, scheduled increases and numerous benefits. West on Plymouth Rd. from Telegraph, North on Dixie to Capitol.

Apply in Person

DELUXE CHECK PRINTERS, INC.
24900 Capitol, Redford Twp.

YOUNG man to learn Webb offset printing. Draft exempt or draft obligations fulfilled. No experience necessary. Apply in person at the Northville Record office, 101 North Center, Northville.

WANTED

Independent Oil Company desires a Station Manager for the 5 Mile-Telegraph area. Starting salary $135 weekly plus overtime. Guaranteed raise in 60 days. Paid vacation, paid uniforms. No experience necessary.

For interviews phone between 1 P.M. & 5 P.M.

689-9206

Sales Trainee

National manufacturer, automotive replacement parts. Has career opportunity for salesman. Field training, salary, expenses, automobile, contact Mr. Gawlik.

427-4259

PRINTING. Young man with creative interests, to work as Assistant to Production Manager. Some experience in typesetting or keylining helpful. Redford area. 255-3372

MATURE man, permanent part time work. Must be neat and dependable to install and collect for television rentals in a local hospital. No experience necessary, approx. 4-6 hours per day, every other day. Call Wed., thru Fri. 9:30 to 3 p.m. 893-7139

3-1G Sales/Agents

Real Estate School

Prepare now for the Licensing Examination. New class starts immediately. Several sessions and we guarantee you will pass your exam. For people who are serious, follow our training method and make-up to $300 a month part time. . . more, full time.

Lexington House
261-8555

Mechanically Inclined

For sales and service. Full or part time. No investment necessary.

LO 1-5566

REAL ESTATE

SALESMEN

WOULD you like to be associated with a Broker who understands your needs?

Our Used Home Department has openings for ambitious career minded people, if you are qualified, we can offer you:

- SEMI-PRIVATE OFFICES
- EXCELLENT COMMISSION
- BONUS PLAN
- MULTI-LIST
- OUTSTANDING TRAINING PROGRAM
- AMPLE FLOOR TIME
- COMPANY REFERRALS

Full time and part time sales positions are open in our New Homes Department Building in Southfield, Farmington and West Bloomfield.

For a confidential interview call

Jerry Edwards 477-4700

EDWARDS-LENZEN & Associates

Male Help Wanted 3-1G Sales/Agents

REAL ESTATE SALESMEN

Licensed. 60% net commissions, bonus plan, etc. Member of U.N.R.A. Multi-List.

JAY 425-1500

BUYER, mature person, who likes a variety of duties, has industrial/automotive purchasing experience. Salary to $9500. Call Mr. Jablonski, Professional Personnel Consultants. 477-7080

GOOD PAY GOOD FUTURE GOOD BENEFITS

Tired of promises, lay-offs, no future? Driving 2 hours every day? Why? Jewel Company, Inc. has openings locally in your home area. Operating a complete small business. Established customers, soft sell and services. Vehicle provided. Full training. All large company benefits, plus the the security of 52 pay days.

If you want to earn what you're really worth, want salary plus commission, want to make your own decisions, manage your own time, and you are thinking of a change —then investigate our business. Call Mr. King 9 a.m. to 5 p.m.

537-3770

Shoe Management Trainee

Excellent opportunity for sales oriented individuals to be trained for the position of Shoe Department Manager in one of west side suburban area stores.

Successful applicants should have previous sales experience (preferably in shoes) and an interest in assuming management responsibilities in a competitive sales setting. To explore further, contact Mrs. R. Perry, 833-6900 Ext. 283.

Winkleman's

SALES REP. Neat appearance, aggressive, with strong desire to succeed? Some college helps. $7200 plus commission. Fee paid. Call Mr. Jablonski, Professional Personnel Consultants. 477-7080

Hickox-Barnett
NEEDS

Experienced Real Estate Salesmen, either full or part time. Check these features:

- We Train
- Floor Time
- 60% Commission Plan
- Handle Your Own Leads
- Member UNRA
- Member National Association of Real Estate Boards
- Multi-Listing 'Call Today!

GA 2-8220

REAL ESTATE SALESMAN

Large progressive company would like experienced full time men, offer up to 90% commission plan, large weekly guarantee. No floor time. If you are not earning $15,000 per year or more call and we'll show you how you can!

NORWOOD 255-1700

BUYER 3 years experience mechanical items. No fee. Salary $750-$900. Motor City Emp. 835-7004

IF YOU CAN SELL PEACE OF MIND

You Can Sell WESTINGHOUSE

Home Security Systems

A new sophisticated system developed to protect families from intrusion, fire, smoke and other emergencies, offered for the first time in Michigan.

Personnel for direct sales needed, opportunity to get in on ground floor and earn substantial income. Call

Bob Cullen
Westinghouse
464-3700

MEN

Large national manufacturer has opening for two men. May mean doubling your present income. For personal interview, call

273-0070

DOOR to door canvasser for modernization work. Young men, 18-25. Experience helpful. Salary, commission. 476-2733

MALE HELP
7 MEN WANTED
PHONE 255-0390
Thursday Only

Male Help Wanted 3-1H Skilled/Technical

PLANNER
$9,318 — $10,129

DEGREE in planning, engineering, or architecture, with good design ability. Prefer experience. City of Livonia, Civil Service Commission, 33233 5 Mile Rd. 421-2000, ext. 288

MEDICAL Electronic Technician. Must have electronic background. Fringe benefits offered. Lynn Medical Instrument Co. 399-8644

STRUCTURAL Draftsman, high school education. Strong basic Architectural background helpful. Job offers estimating potential. Salary to $8500. Call Mr. Lutz, Professional Personnel Consultants. 477-7080

ACCOUNTS PAYABLE

Requires experience in accounts payable, preferably in manufacturing. Must be able to work on our own suburban location. Fee paid. Starting salary to $650+.

Open 9-5, Sat. 9-12
ALLIS-JOHNSON
15195 Farmington Rd.
Livonia 425-3000

Female Help Wanted 3-2B Domestic

GIRL wanted to babysit evenings, vicinity of Warren and Inkster Rds. Call 422-1760

SITTER wanted, my home, or live in. After 5 p.m. call 522-2828

BABYSITTER, 30-35, to live-in, 5 days, weekends off. One child in school, one in nursery school 3 days. Excellent working conditions. Light housekeeping. References. Good salary. Redford Area. Call after 6 p.m. 477-8279

RESPONSIBLE woman needed to supervise 2 school aged girls, 7:30-5:00 a.m. and 3-5 p.m. Own transportation. 722-4027

BABYSITTER, 5 day — Mon. thru Fri. for 3 pre-school boys. 464-1079

RELIABLE woman with transportation to baby sit, 9 months old. 1 day week. 425-1253

TEACHER needs woman for light housekeeping and care of 2 school aged children, 5 days, 11.5 p.m. Hix and Haggerty Rds., Livonia. 459-3581

LIGHT HOUSEKEEPING, live in, 10½ Mile, Greenfield. 863-7905

WANTED live in housekeeper for elderly lady in Northville. 453-0658

HELP with semi-invalid. Light housekeeping, more for companionship. 7:30 a.m.-3:30. Call 421-5917

HOUSEKEEPER, for two ladies, live in, Birch Scots, near Meadowbrook and Rochester.

3-2C Food and Beverage

WAITRESSES

Experienced, part time. Apply in person, after 4:30 p.m.

NORTHVILLE DOWNS CLUB HOUSE
7 Mile & Sheldon Rds.

WAITRESSES wanted, for midnights or afternoon shifts. Apply in person, Joseph's Restaurant, 31823 Plymouth Rd., Livonia.

EXPERIENCED barmaid for nights. Call White Cove Lounge. 274-4848

Mature, Experienced WAITRESS

for afternoon shift
5 days per week, good pay, excellent tips. Apply in person

GOLDEN LANTERN
33251 5 Mile, Livonia
421-1015

WAITRESSES. Full time and part-time needed for days. 348-4150

Waitress Wanted Nights—Good Wages

CONTINENTAL BAR
49110 Grand River, Wixom
349-9788

WAITRESSES, experienced. Over 21, days, midnights. Good tips, pay, working conditions. Time Fine Foods. 33971 Plymouth Rd., Livonia.

HOSTESS. Attractive girl, over 21, to work lunches. Excellent pay. Apply, Chalet Lounge, 37305 Plymouth Rd., Livonia.

Female Help Wanted 3-2D Miscellaneous

PRODUCTION, good coordination for precision work. Pleasant working conditions. Call 427-3450

GENERAL OFFICE

$400+ NO FEE
Northwest Detroit company wants bright gal to look after phone and great customers, keep inventory records, do some typing. Regular hours, 5 day week.

EMPLOYERS PERSONNEL SERVICE
255-5600

BEAUTY Operator wanted, experienced, full or part time. 533-4550, 476-7069

TRAVEL- Supervisor Trainee. Type 50, mature good future. Salary $460 to $540. Motor City Emp. 835-7004

GIRLS ! GIRLS !

Some experience or none; Steno, typist, bookkeepers, clerks. H.S. or some college.

I.P.S. INC.
19046 Middlebelt at 7 Mile
476-9062

HOUSEWIVES with children. Make money, have fun. Flexible working hours. Car necessary. For information and booking parties, call Lila Burns, Branch Manager of Sarah Coventry, 437-3620 or 721-3027

TYPIST $425

National firm, all benefits. Good location. Excellent advancement potential. Call Mrs. Spencer.

THE JOB MART
17321 Telegraph, Rik N. 6 Mile
255-7400

EXPERIENCED counter help, part time, afternoons, inspection and assembly. Lord Baltimore Cleaners, Plymouth. 453-7474

BABYSITTER Wanted. For morning hours in my home. 6:30 a.m. to 8 a.m. Approximately 4 days per week, no weekends. 9 Mile, Farmington Rd. area. Call after 4 p.m. 476-2746

HAIR Dressers with following. Will give 60% to 65%.
GR 5-3118, GR 4-3111

Female Help Wanted 3-2D Miscellaneous

TEMPORARY Secretarial position during holidays. Shorthand required. Call Mrs. Duncan. 937-0600

Sr. TYPISTS

Familiar with IBM Executive typewriter. Desirable long assignment. Farmington area. Apply

MANPOWER, INC.
26049 W. 5 Mile Rd. Open Tuesday, Wednesday and Thursday, 9:30 to 4:00.
965-7000

GO GO GIRLS, over 18. No experience necessary. $300 weekly. Call between 12-6 p.m. 864-7040

BABYSITTER needed days. My home or yours, Johnson School district. Call after 4 p.m. 261-5626

KITCHEN HELP

FULL TIME

Prefer responsible, married women. Paid vacation, profit sharing.

SKIPPER'S TABLE
33201 Plymouth Rd.
Livonia

WANTED, Hair Dresser, with or without a following.
GR 5-3118, GR 4-3111

RELIEF COOK

2 Days on, 2 Days off
also

NURSES AIDES

WEST TRAIL NURSING HOME
395 W. Ann Arbor Trail
Plymouth 453-3983

MEDICAL ASSISTANT

Trainee
Will train interested person.

MA 6-7546

FIVE OPENINGS

IN Sales. $4-$5 an hour possible. Car necessary, over 21. No delivery. 477-7795 or 535-3203

HOUSEKEEPER AIDES
RN'S & LPN'S

All shifts available, excellent benefits.

Call for appointment

BEVERLY MANOR CONVALESCENT
24500 MEADOWBROOK
NOVI 477-2000

PART-time, must be good typist, excellent telephone voice. 4 or 5 days week. 9 A.M. P.M. BR 3-7040

WANTED. A woman or couple as resident house parents for small group home for children. Husband can continue own work. Children under care able to use community schools and facilities. Attractive home and good salary for persons interested in children and working with them on a professional team. Call or write Ruth S. Getz, Jewish Family and Children's Service, 19601 Curtis, Detroit 48235. 937-9668.

KEY PUNCH OPERATORS

Experienced only. All areas, all shifts. Apply

MANPOWER, INC.
26049 W. 5 Mile Rd.
Open Tuesday, Wednesday and Thursday 9:30 to 4:00
965-7000

FILE clerk, light typing, $350. Towne Personnel 274-7250

LPN'S

Starting salary $2.98 to maximum $3.46 hourly. Afternoon and midnight shifts.

RN'S

Starting salary $4.08 to maximum $5.06 hourly. Afternoon and midnight shifts.

Immediate openings. Salary commensurate with experience and training. Extensive fringe benefits are provided. For further information contact Personnel Dept.

PLYMOUTH STATE HOME
453-1500

SECRETARIES (EXECUTIVE-LEGAL) TYPISTS SWITCHBOARD DEMO'S

(For Conventions and Trade Shows)
Experience Necessary

MANPOWER, INC.
26049 W. 5 Mile Rd.
Open Tues., Wed. and Thurs. 9:30 to 4:00
965-7000

L.P.N.'S

FULL TIME
ALL SHIFTS

Good pay and fringe benefits. Apply in person.

NIGHTINGALE W. INC.
CONVALESCENT CLINIC
8365 Newburg Rd.
Westland 261-5300

RNs - LPNs - NURSES AIDES

All shifts for new skilled care facility. Also—Four Chaplains Convalescent Center opening Joy Rd. near Inkster Rd. All applications taken at Williamsburg Convalescent Center.

21017 Middlebelt Road
476-8300

ACCT'G CLERK

NW communications firm needs a careful worker with a good figure aptitude to help in bookkeeping dept. Good advancement. $400 fee paid.

PERMANENT STAFF CO
The Personal Personnel Service
18234 W. 7 Mile 255-2555
Open Sat. 9-1 CALL 'til 9 p.m.

3-2E Office/Clerical

DRY CLEANING ATTENDANT

FULL AND PART TIME
CO-OP CLEANERS

NEAR LIVONIA MALL. Experience not necessary. Call for appointment . . .

476-8923

SECRETARY, light shorthand. National firm, $500. Fee paid. Towne Personnel 274-7250

Female Help Wanted 3-2E Office/Clerical

MEDICAL secretary. Office experience. Plymouth, Middlebelt area. Call between 12-5 PM GA 7-0800

IBM 633 OPERATOR

Will train accurate typist. Excellent salary potential for person seeking job security. No fee to you.

WILLIAMS PERSONNEL
Established 1945
Call for Interview
Appointment

1225 Penobscot Bldg.
NORTHLAND
One Northland Plaza
(Corner 8 Mile, Greenfield)
Suite 800

444-1516 353-1030

ASSISTANT BOOKKEEPER

If you have an aptitude for figures, like to use the Friden Calculator, have Bookkeeping and are capable of average typing on an IBM electric, we have a position for which you may qualify.

For information and interview appointment, call 476-9000. Personnel Dept. 9 a.m.-4 p.m. Daily.

Alexander Hamilton Life Insurance Co. of America
12 MILE and FARMINGTON ROAD
FARMINGTON

BOOKKEEPER

$500+ fee pd. Small professional group will be moving to Southfield. Full charge, file typing. Good hours and benefits.

PERMANENT STAFF CO.
The Personal Personnel Service
18234 W. 7 Mile 255-2555
Open Sat. 9-1 CALL 'til 9 p.m.

BOOKKEEPER, full charge. Interesting position with public service company. $5,500 year. Towne Personnel 274-7250

NORTHWEST

General office gal needed in one of our favorite companies. Good typing and a cheerful disposition is all you need. Lots of variety and public contact involved. $85.

PERMANENT STAFF CO.
The Personal Personnel Service
18234 W. 7 Mile 255-2555
Open Sat. 9-1 CALL 'til 9 p.m.

IMMEDIATE OPENING

for smart gal to assist director of Maintenance for a National Leasing Company. Must type, knowledge of car repair invoices helpful but not necessary. Benefits. Plymouth Rd.-Telegraph area. Call Mr. Hoffman

537-8750

CLASSY receptionist, typist, mature woman, 12-8 PM, Tues. thru Sat. Large nursing home in North West section. Call before noon 534-6400

EXEC. SEC'Y

Large corp. in Royal Oak needs a gal with typing and s.h. to work for their Vice Pres. Extra plush, top benefits, little office experience helpful. $400.

PERMANENT STAFF CO.
18234 W. 7 Mile 255-2555
The Personal Personnel Service
Open Sat. 9-1 CALL 'til 9 p.m.

STATISTICAL typist. Experienced. $450 Plus Fee Paid. Towne Personnel. 274-7250

SECRETARY

Well-organized individual, with initiative and good filing, phone, typing and shorthand fee paid. Salary $500-$600 month.

Personnel Systems
202 E. Huron
Ann Arbor 761-2352

SEC'Y - NO S.H.

Elegant Southfield corp. needs a gal typist with solid experience to work for professional man. It's a terrific spot! $550 fee paid.

PERMANENT STAFF CO.
The Personal Personnel Service
18234 W. 7 Mile 255-2555
Open Sat. 9-1 CALL 'til 9 p.m.

CLERK typist, some filing. $392. Towne Personnel. 274-7250

3-3 Male or Female

Personnel Clerk

Electronics manufacturing firm has immediate opening for a Personnel Clerk.

Candidates must have experience in employment reception, screening of candidates, personnel record keeping, and clerical administration of personnel and benefit programs.

New air conditioned plant in pleasant suburban location with outstanding fringe benefits and working conditions.

Apply in person Monday through Friday 9 a.m.-4:30 p.m. or call 255-1400. Ext. 212 or 214.

Omni Spectra, Inc.
24600 HALLWOOD CT., Farmington
(Near Halstead Rd. and Grand River)
An Equal Opportunity Employer

Advancement or Career Opportunities!
For Men and Women with or without Experience!
With or without Degrees!
from A-Z
In One of the Following Fields:

A—Advertising/Automotive
Airline/Architect
B—Bookkeeper/Brokerage
C—Chemical/Computer/Clerical/CPA
Copy Writer
D—Draftsman/Drafting
E—Engineering
Estimation/Electrical
F—Finance-Analyst
Food/Foreman
Plant Mgr.
G—Government
Research-Social
H—Hospital
L—Legal/Librarian
M—Merchandising/Medical
N—Nursing
O—Office Clerk/OEM Sales
P—Personnel Mgr.
& Trainee/Public Relations Purch. Agt.
Q—Quality Control
R—Reports-Court-Insurance-Writing
S—Sales/Service
Rep./Steno
T—Teaching/Technical
U—Underwriter
V—Vicinity/Suburban-Metropolitan Locations
W—Wearing Apparel/Wholesale-Mfg.-Retail
X-Y-Z—Technician
Y—Yard Work
Landscaping

Whatever your professional experience, interest, education has been to present — Give us a call to discuss your future. Call JUDY SPENCER.

DIVERSIFIED CONSULTING SERVICE, INC.
846-6780

3-2G Sales/Agents

$40 for 4 hours
$80 for 8 hours
$120 for 12 hours

21 or older. Car necessary. For personal interview call Judy, 485-0675 or Bev, 437-6186.

IS SANTA ON STRIKE? Be a Customas Carol. Have a playhouse Toy Party and get toys free. Phone North Pole

Female Help Wanted

. . . NEED A RAISE? . . .

Among the thousands of employers we contact each week, there is bound to be a better job for you!

FRONT DESK — Smile and great clients. Maturity and life typing $450.

ASS't BOOKKEEPER — Small office needs brite gal who can use her head. $500.

KEYPUNCH — Day shift or evenings. Experience can earn you $500!

TYPIST — For the most elegant office around. Top benefits, great co-workers. $400.

AD AGENCY — Needs a gal to help execu. Average skills and bright personality lands it. $475.

TOP LADY — Major Co. needs an experienced office worker to supervise small office. $500+.

PUBLIC CONTACT — People oriented gal needed. No typing. $450+.

SECRETARY — Mature, able to work on own. Responsible spot. $550+.

TV CLERK — If you like an exciting atmosphere and can add, try this! No type. $425+.

INSURANCE GAL — Train for exec. level job as underwriter. $430-$500.

MOVIE TYPIST — Be a star in this motion pictures office. No experience nec. $390.

JR. STENO — Sharp gal needs only her skills to work for 1 man. $450.

To discuss these and many, many, many other positions call or stop in today!

PERMANENT STAFF COMPANY
THE PERSONAL PERSONNEL SERVICE
18234 W. 7 Mile 255-2555
Open Saturday 9-1 Call till 9 p.m.

Female Help Wanted

. . . NEED A RAISE? . . .

Among the thousands of employers we contact each week, there is bound to be a better job for you!

SECRETARY

Must have some knowledge of dictaphone and own transportation. Call between 8:30 and 10:30 a.m.

352-5540

GENERAL OFFICE

Mature woman wanted for challenging position for one girl office. Duties will include typing, proposal typing, filing, bookkeeping, payroll, receptionist, purchasing duties. Must be able to handle all phases of general office work. Call between 3-4 p.m.

538-4890

Appointment

YOUNG Secretary with typing and shorthand for plush offices. Salary to $400, good benefits. Call Miss Parker. Professional Personnel Consultants. 477-7080

GAL FRIDAY

Livonia branch of national co. needs a bright gal to assist mgr. Average typing, s.h. helpful. Pleasant working, friendly co-workers. $474.

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SALES SECRETARY wanted for Livonia Real Estate office. Typing, shorthand and good references required. Call Don Harrison. 427-9030

ACCOUNTING Clerk to $540. Fee paid. Some accounts payable experience. NCR machine experience plus benefits. Write to Pamphlet. Call Mrs. Evans. Suburban Personnel. 477-9640

RECEPTIONIST

Attractive, personable receptionist wanted by young, expanding automotive related firm. Excellent typing skills required. Call

261-9000

SERVICE REP.

Major corp. needs several gals for a variety of public contact experience to assist clients. Interesting position with public service company. $5,500 year. Towne Personnel 274-7250

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CLERK Typist, $420-plus. For sales office, good typist with some experience. Southfield. Call Mrs. Evans, Suburban Personnel 477-9640

CLERK-RECEPTIONIST, high school grad. Type 40, Northland. Salary $375. Motor City Emp. 835-7004

INSURANCE

Bright gal needed in plush insurance office. Light typing or related experience nec. Elegant office w/top benefits. $450-500 fee pd.

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EXECUTIVE Secretary, $550 Wayne. Need shorthand. Compose own letters. Able to organize and administrate. Farmington. Call Mrs. Evans, Suburban Personnel, 477-9640

JR. ACCOUNT Clerk to $433. Wee gal with typing, general ledger posting. Farmington. Call Mrs. Evans, Suburban Personnel. 477-9640

CLERK TYPIST.

Great variety spot for the gal who only wants a job. Nothing you have to do is type for this friendly manager in NW Flem. Good hours. $85-90 fee paid.

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SECRETARY to work in Northwest area school office. Must be good typist with experience in payroll or insurance procedures, full benefits. Write to Observer Newspapers, Box No. 440, 29449 6 Mi., Livonia.