502 Help Wanted Dental-Medical

ASSISTANT needed for Podiatry office. No experience necessary. Flexible wages. Huntington Woods/Royal Oak area 8:30-5pm 399-5905

ASSISTANT - ORTHODONTIC Full time. Ideal candidate will be self motivated and possess an excellent Benefits. Livonia & Farmington. Apply in person at 17872 Farmington Road, between 7-9:30PM, Jan 12, 1988.

ASSISTANTS for Modern dental office. Are your energetic, do you like people? This is a career opportunity. Experience preferred but not necessary. Call 565-5507 or send a handwritten note to: Dr. Dykema, Birmingham, 24403 Michigan Ave., (W) Dearborn, MI 48124

A-1 MEDICAL RECORDS TECH Part-time for private infertility practice in W. Bloomfield. Tues & Thur am + 4 hours per day. Also able to cover for vacations. 851-8040

Beaumont
Private Duty Division

RNs/LPNs
Staffing Coordinator available. Enjoy scheduling freedom and top pay

Aides/Companions
1 year experience or certification required

For more information, call
294-1140

BILLER/EXPERIENCED
Taylor, Northville or Plymouth offices. Must have insurance and billing knowledge. Competitive salary. Send resume to: Van Born Clinic, 21711 Van Born, Taylor, MI 48180, Att: Cheryl

BILLER - EXPERIENCED needed for Birmingham Plastic Surgeon's office, full time. Responsibilities include insurance billing, collections. Send resumes to: Personnel Director, 300 E. Glengary, Birmingham, MI, 48010

BOOKKEEPER
Full Charge. Must know nursing home accounting, receivable billing. Ask for Shirley. 255-6450

CERTIFIED MEDICAL ASSISTANT part time position. Call Dr. Wise, Crooks area. Call after 6 30pm 398-7264

CHIROPRACTIC RECEPTIONIST for Wednesdays & Saturdays Burlington area. Prefer mature, responsible individual 258-3244

CHIROPRACTIC ASSISTANT
Experienced or Dental Assistant willing to train. Prefer mature, responsible individual 258-3244

COMPUTER OPERATOR
Large medical group located in Novi is looking for a Computer Operator/Operator with experience on Mainframe System. Prefer 2 year degree in data processing or equivalent. Send resume to Woodland Medical Group, 41935 W. 12 Mile Rd., Novi, MI, 48050. Att: MIS

DENTAL ASSISTANT
Experience preferred but will train if qualified. Downtown Farmington area. Benefits. Resume required. Call 474-5421

DENTAL ASSISTANT - Experienced. Excellent salary. Great work environment. Part time. Farmington Hills 855-5452

DENTAL ASSISTANT - Part time. Experienced. Southfield. Reply to box 304, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

DENTAL ASSISTANT
Energetic, enthusiastic Dental Assistant needed for Hospital-based Dental Clinic. Applicant should be skilled in Chairside techniques with minimum 2 years experience. Qualified Applicants need only apply. Good salary. Farmington area. Mon-Fri., 9am-3pm. 593-8218

DENTAL ASSISTANT - Highly motivated individual for full time position, experience necessary 348-7997

DENTAL ASSISTANT
Experienced on Orthodontic chairside assisting. Full time with good pay & benefits 722-5180

DENTAL ASSISTANT - highly motivated individual needed for progressive team oriented practice. Starting salary $13,500. Farmington Hills area 474-2280

DENTAL ASSISTANT
Downtown Birmingham office. 3 days per week. No Sat. Some experience preferred. Call 642-1440

Dr Evas 543-0582

DENTAL ASSISTANT - experienced, pleasant & motivated, full/part time, Troy. We offer an excellent working conditions & renumeration. Flexible hours & days 689-5080

DENTAL ASSISTANT
Our family dental practice located in Farmington is looking for a full time dental assistant. We offer benefits and salary commensurate with experience 474-4600

DENTAL ASSISTANT
Are you looking for a pleasant place to spend your day? We are a Birmingham general dental office looking for an experienced chairside assistant interested in a full time position with growth potential. Benefits & salary are negotiable. Please call Lynne at 645-9631

DENTAL ASSISTANT needed in Livonia - Our rapidly growing dental practice with a personalized humanistic approach is offering a dynamic opportunity to join our team. We are searching for a pleasant, multi talented chairside assistant who wants to be challenged & to grow professionally. You must have a minimum of 2 years experience & be dedicated to detail & follow-up. We offer excellent benefits & salary. Ask for Debbie at 981-1544

DENTAL ASSISTANT
Part time for growing Southfield practice 353-7440

DENTAL ASSISTANT
Full time Experienced chairside & office Call Garden City 421-7702

DENTAL ASSISTANT - new position available in W. Bloomfield. Full time. Experienced Excellent salary & benefits for right candidate. 851-4001

DENTAL ASSISTANT- Full Time. *Proficient at 4- handed Experience* preferred. Front desk knowledge preferred 175-9 Mile area 542-4449

DENTAL ASSISTANT
needed for Livonia office. Experienced. Top salary & bonuses. Call Heather 478-2112.

DENTAL ASSISTANT
Full or part time. Experienced, self motivated individual. Telegraph/Joy Rd area 531-7800

DENTAL ASSISTANT- For motivated practice. Must be experienced. Comfortable pleasant atmosphere. Full time Dearborn Hts 274-6666

DENTAL ASSISTANT - Full time for Livonia office. Experience preferred or will consider graduate dental assistant course. Call Jan 261-7801

DENTAL ASSISTANT
Full & part time openings. Experienced preferred. Good pay, good hours & benefits. Farmington & 12 Mile. 553-8556

DENTAL ASSISTANT- opportunity available for advanced dental assistant in an established Livonia group practice. Full time hours & benefits. Also part time flexible schedule 261-9696

DENTAL ASSISTANT for W. Bloomfield orthodontic office. Will train to career minded individual with some dental assisting experience. Full time, benefits, pleasant atmosphere. 851-7272

DENTAL ASSISTANT NEEDED - no experience necessary, will train. Looking for an outgoing person with a friendly personality. Minimum wage to start with regular advancement. Birmingham area. Call between 10am-4pm. 647-7935

DENTAL ASSISTANT
Chairside, experienced or will train established crown & bridge practice. Excellent salary & benefits. All replies confidential. No Weekends. Call Jean, Farmington area. Northwestern area Days 354-4344. Evenings 626-2681

DENTAL HYGIENIST position available. Mon. 9am-5pm. Southfield area. 569-6722

DENTAL HYGIENIST needed for progressive office in Farmington Hills. Wed & Sat. 474-2250

502 Help Wanted Dental-Medical

DENTAL ASSISTANT
Lake Orion. Part time. Thurs & Sat. In a friendly & professional office. Salary open. Call 693-2194

DENTAL HYGIENIST
Part or full time. Birmingham/Southfield Area. 645-6363

DENTAL HYGIENIST
Full time position in a modern, quality oriented practice in Westland. Good pay & benefits. Call 722-5133

DENTAL HYGIENIST
We are expanding our hygiene department and are searching for an experienced hygienist to work 2-3 days per week. We are a family practice located in Farmington. 474-4600

DENTAL HYGIENIST needed. Berkley Please call 548-3334

DENTAL HYGIENIST - 4½ days, Birmingham area, excellent benefits, salary open. 847-7783

DENTAL HYGIENIST
Alternate Saturdays
Royal Oak
548-1111

DENTAL HYGIENIST
Full/part-time position in modern, progressive Southfield/12 Mile practice. Please call 569-0438

DENTAL HYGIENIST
Good benefits, full-time, for patient oriented Southfield practice. 353-7440

DENTAL HYGIENIST - challenging full time position in Royal Oak/Troy for RDH, to develop preventive dental program for the developmentally disabled. Send resume or call Michigan Academy of Dentistry for the Handicapped, Attn. Denise Richards RDH 1411 S. Woodward, #206, Bloomfield Hills, MI 48013 335-7326

An Equal Opportunity Employer

DENTAL INSURANCE receptionist. Does experience helpful, ask for Lynne 478-3112

DENTAL OFFICE in Dearborn Hts area is looking for a new member. Person who is detailed well with people, who is attentive to detail & follow-up. Approximately 25 hours including some evenings & Sat until 3 pm. To arrange a confidential interview please call 271-8160

DENTAL PATIENT COUNSELOR
Do these words apply to you - enthusiastic, self-starter, goal oriented, confident, then call about our challenging patient Counselor position. Must have experience in dental and knowledge of insurance. Full time, 40 hours per week with 2 day weekend. Responsible for appointments & financial arrangements. Fully computerized office. Excellent salary/benefits 356-3950

DENTAL RECEPTIONIST/SECRETARY-Part time, light typing, insurance billing, experience preferred. Southfield 358-5120

DENTAL RECEPTIONIST
Needed full or part time Farmington Hills area. Call 851-3030

DENTAL RECEPTIONIST
Experienced. Part time. Call Kathy, 357-5390

DENTAL RECEPTIONIST
Experienced! Full-time, good benefits. Lake area/Joy. 937-5300

DENTAL RECEPTIONIST
for Doctor's office in Southfield. Experience preferred. 356-5273

MEDICAL ASSISTANT - part time for internist office. Only those experienced in X-ray, clinical duties need apply. Call Pat 451-0070

MEDICAL ASSISTANT
Immediate position, full or part time, experience preferred but will train. Troy area. 362-2111

MEDICAL ASSISTANT, part time, approx 8 hours weekly including Saturdays, X-ray experience preferred. 624-1831

MEDICAL ASSISTANT, part time, Mon., Wed., Fri. afternoons. Top pay. Call after 6PM, Farmington or Bloomfield Hills office. 335-8610

MEDICAL ASSISTANT - Part time. Medical Records Clerk. Experienced, Southfield.
Call between 10-12 353-7140

MEDICAL ASSISTANT
Needed immediately for busy Southfield internal medicine office. Venipuncture, EKG, xrays. Full time position, competitive salary.
Call after 4 PM 355-3812

MEDICAL ASSISTANT - Full or part time for Taylor, Northville or Park Valley offices. Experienced. Competitive salary. Send resume to: Van Born Clinic, 21711 Van Born, Taylor, MI 48180, Att. Paula

MEDICAL ASSISTANT
Permanent, part time position for South Livonia Pediatric office. Times - Eve, approximately 6-9 per week. Experience preferred but not necessary. Call 591-3514

MEDICAL ASSISTANT
Needed to provide health testing to industrial employees in Mid-west. Requires medical office exp. Send resume to: Box 340, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

MEDICAL ASSISTANT
Mature, experienced medical assistant for 1 person office in New Center area. Experienced in billing, EKG, Venipuncture, & injections. Salary provided. Mail resume to: New Center Internist, 872 Fisher Bldg., Detroit, MI, 48202 875-1323

MEDICAL ASSIST
for occupational health care facility in Farmington Hills. X-Rays, Venipuncture, PT, EKG experience required. Full time positions available. Contact: Administrator, 851-0453

MEDICAL BILLER - experienced mature person part time. For busy Southfield specialist office. Send resume Computer experience flexible hours. Reply to Box 305, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

MEDICAL BILLER - RECEPTIONIST Podiatist office in North Oak. Experience needed. Familiar with pegboard, full time. 399-5905

MEDICAL LABORATORY TECHNICIAN - FULL/PARTTIME
Part time for private infertility practice in W. Bloomfield. Mon., Wed., & Fri. 7AM-11AM. 851-6040

502 Help Wanted Dental-Medical

MEDICAL BILLING ASSISTANT
Full time position within a board certified specialist practice. This rewarding career opportunity is available for an organized, self-motivated individual with an extensive background in computer billing & statusing a posting. Excellent salary with benefits. Resume required. Send resume to:
Insurance Department, 3003 Woodward, Berkley, Mich. 48072

MEDICAL EQUIPMENT COMPANY seeks full time Office Coordinator. General office skills. Medicare/private insurance verification & billing experience required. For immediate consideration please call Kathy Mangold 281-0462

MEDICAL LAB TECH- part time. Needed in busy Southfield doctor's office. Blood drawing experience needed. 557-8160

MEDICAL OFFICE ASSISTANT
Part time, experience preferred. 261-6000

MEDICAL RECEPTIONIST front desk position. Experience necessary. Computer helpful. Specialty office in Southfield. 851-0555

MEDICAL RECEPTIONIST
Busy GI/GYN office, full benefits. Call Mon, Tues, Thurs 9-5 for appointment. Morris for interview 471-0951

MEDICAL RECEPTIONIST
Can work as late as 9PM. Southfield & Lake. Call 353-8157

MEDICAL RECEPTIONIST - Experienced only. Pegboard, front desk, insurance, strong telephone, appointments, etc., Dearborn area. Call Pat 561-7795

MEDICAL RECEPTIONIST/SECRETARY
Good typing & some billing experience necessary. Excellent opportunity for the right person. Ask for Renee 643-6029 628-0826

MEDICAL RECEPTIONIST & BILLER - Ideal for a Bloomfield office in Livonia on 7 Mile Rd. Experienced in Medicare billing & insurance. Looking to fill these 2 positions with hard working, stable, dependable type of people. Excellent salary & benefits with bonus incentive. Call Pat at 477-8110

MEDICAL RECEPTIONIST/Secretary, part-time. Experience helpful but will train the person. Ask for Sue 559-7850

MEDICAL RECEPTIONIST - OB GYN office, Farmington Hills. 3rd party billing experience necessary. Salary negotiable. 553-8888

MEDICAL RECEPTIONIST
25 to 30 hours per week, evenings and some Saturdays. Plymouth area. Call 420-4400

MEDICAL RECEPTIONIST - For progressive ophthalmology practice in NW Suburb. Must be personable & familiar with computers. Full time included. Salary commensurate with experience. 855-8112

MEDICAL RECEPTIONIST/Transcriptionist position available in professional office in Medical Center. Will train for front desk duties. Typing a Must. Salary negotiable. Call Pat 331-2800

MEDICAL SECRETARY
For busy medical office in Wayne, Michigan. 459-7125

MEDICAL SECRETARY
Experienced, part time. Oral surgery office in Southfield/Troy area. 30 to 35 hrs. per wk. Word processing capability helpful, will train. Call 647-2181

MEDICAL Secretary/Receptionist, for family practice in Westland. Adequate background needed. Full or part time. 522-2424

MEDICAL TRANSCRIPTIONIST
Experienced with discharge summaries, operative reports, history & physical. Dak Park area. 298-1417

MEDICAL TRANSCRIPTIONIST
Part & full time. Experienced. For sports medicine clinic in Rochester area. Location to Ft. O. Box 090228, Rochester Hills, MI, 48309.

MEDICAL TRANSCRIPTIONIST for medical transcription office, 12 Mile/Northwestern area, 2 days per week. 352-1388

MEDICAL TRANSCRIPTIONIST
Part time, experienced person needed for solo surgical practice. Southfield, MI. 424-8030

Medical Typist
Mature person with strong personality needed for part-time medical typist position. Dictaphone and medical terminology required. 50 wpm typing, computer skills helpful but will train. Ask for Betty.

Staff Builders
557-8600

NEEDED: a responsible mature people for 2 separate positions in busy Southfield Ophthalmologic office. Medical secretarial experience preferred. Send resume to Box 296, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

NOW HIRING!
36 nurse aides for Suburban project, immediate placement

Hospital - nursing home experience required, up to $4.25.

Applications accepted 10am-noon & 4pm-6pm Fri. Jan. 8.
17000 W. 8 Mile Rd. #350
Southfield
(Just E. of Southfield Rd.)

MIDNIGHT NURSE
Westland Convalescent Center has a Midnight position available for a full time licensed Nurse, RN or LPN. Our Award winning facility provides excellent clinical environment for Nurses who enjoy caring for the Geriatric patient. Wonderful opportunities for professional growth and development and continuing education. We offer a competitive salary. Competitive wages and benefit package. Apply at Westland Convalescent Center, 36137 W. Warren, Westland.

NURSE AIDE
- full & part time for afternoon shift, 3pm - midnight. Excellent salary, benefits, working conditions. Apply in person Mon-Fri 9-5 at Lincoln Park Care Convalescent Center, 3435 Ann Arbor Trail, Livonia

NURSE AIDES
Are you a spunky person with 1 yrs. experience as a nurse's aide? Do you like to what it takes to provide the loving care that our elderly residents deserve? If the answer is "yes", then we want to talk to you. Starting wage $4.40. Orientation begins Jan. 18, 1988. Apply in person Plymouth Ct. 105 Haggerty, Plymouth, 453-0310

NURSE AIDES
Do you have the care and understanding to care for the elderly? If you do, we invite you to come in and fill out an application. Full & part time positions available, days & midnights. We train for certification. Minimum beginning salary $4.50. Call for further information 349-2640

Whitehall Convalescent Home
43455 W. 10 Mile, Novi

NURSE AIDES - Experienced and/or certified for home care in western Wayne & south Oakland communities. Transportation allowance paid. Starting wage $5.25 per hour.
United Home Care 458-5141
An Equal Opportunity Employer

502 Help Wanted Dental-Medical

NURSE AIDES
Full time 48 Shifts
WEST TRAIL NURSING HOME
Small basic facility in Plymouth needs dependable nurse aides. Call Kathy Marsh, RN., at 453-3983.

NURSE AIDES
$5.60/$6.10

COMPANION AIDES
$4.60/$5.10
FOR NEW HIRES

Growing home care agency is seeking qualified candidates for private duty cases throughout Oakland County, Choice of Days & Hours. Call between 10am - 4pm Monday thru Friday.

OAKLAND NURSING UNLIMITED
540-2360

NURSE part time & full time Medical Assistant for Livonia pediatric office. 464-3300

NURSE, RN or LPN, midnights, full time. Nursing Assistant part time (nights). 8 to 12 hours. Adult bed nursing facility. 16106 W. 12 Mile Rd., Southfield. 557-1221

NURSES AIDES/ORDERLIES
Positions available on all shifts in a small basic nursing home. Good benefits & written personnel policy. We need dependable, mature individuals experienced or will train. Orchard Lake Rest/haven, 7277 Richardson Road, West Bloomfield 353-7161

NURSES AIDES
AVAILABLE
LIVONIA NURSING CENTER
29910 Plymouth Rd., Livonia

NURSES AIDES
$5.00 TO START
W. Bloomfield Nursing Center has openings on all shifts for Nurse Aides. No experience necessary. We will train. Full time benefits. $5.00 an hour with increase to $5.10 after 90 days and $5.20 after 1 yr., with additional shift differential, holiday, paid vacation, paid holiday, Christmas bonus, shared health insurance and tuition reimbursement. Please apply at: 6445 W. Maple near Drake
Mon-Fri, 12-4pm.

NURSES
Full time positions available for nurses with experience or interest in community health nursing. We are a private agency providing home health and hospice provider, affiliated with a large health center. We are looking for nurses who enjoy working independently in a setting that encourages creativity and participation in peer program development. Must possess good assessment and documentation skills, have at least 2 years of acute care experience and be current in individual nursing skills preferred. Please contact Catherine Esterheld, RN, MS at 313-995-1992

NURSING ASSISTANTS
ALL SHIFTS NEEDED
Experienced or will train. Close to home. Full time benefits. Call for opportunity of learning how to care for the elderly. Apply in person:

MIDDLEBELT
Nursing Center
14900 Middlebelt, Livonia

NURSING ASSISTANTS
FULL & PART TIME
ALL SHIFTS
We need you to give quality tender loving care to the residents at our Jewish Living facility. Come and explore the opportunities. We have pay. Ask for Marsha. Full & part time. Please come in and fill out an application. Interviews will be scheduled at Westland Convalescent Center, 36137 W. Warren, Westland, MI.

NURSING ASSISTANTS
Unique part time position available at Award Winning facility. Come and explore the opportunities. We have pay. Ask for Marsha. Full & part time. Please come in and fill out an application. Interviews will be scheduled at Westland Convalescent Center, 36137 W. Warren, Westland, MI.

NUTRITION ASSISTANT
Unique part time position available at Award Winning facility. Come and explore the opportunities. We have pay. Ask for Marsha. Full & part time. Please come in and fill out an application. Interviews will be scheduled at Westland Convalescent Center, 36137 W. Warren, Westland, MI.

OB/GYN Office needs experienced Medical Assistant. Only those with experience helpful. 12 Mile/Northwestern. Call 353-0100

OFFICE MANAGER for out patient physical therapy clinic in Southfield. Full time, prior experience with bookkeeping, insurance billing, computers & typing preferred. 557-7336

OFFICE MANAGER
For small busy veterinary clinic. N. Woodward area. Veterinary or mature person for 45 hour work week. Good pay with many benefits. Send resume to: 28158 Briar Hill, Farmington Hills, MI 48018

OPTICAL DISPENSER needed, Westland area. 425-1312

OPTICIAN DISPENSER
Experienced only, full & part time. Excellent salary plus commission. No Sundays. 553-5600

ORTHODONTIC Clinical Assistant, Plymouth, part time (approx. 20 hrs.). No evenings, no weekends. Ideal for someone in art artistic, but well groomed person. Send hand written letter to Box 306, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

ORTHODONTIC Career opportunity. Rapidly expanding orthodontic lab, seeking highly motivated dental assistant with 2 years dental exp. Wages & commissions negotiable. Benefits available. 544-0860

PART TIME
Position available for dependable energetic individual to work for busy chiropractic office. Wed. & Fri. 8:45am-12:30pm; Tues. & Sat., 8:45am-1:30pm. Basic clerical skills required, willing to train qualified person. 27127 Joy Rd., ½ blk. of Inkster Rd. 522-5501

PERSONABLE & conscientious RN wanted for full time & part time work in Birmingham area medical office. Call Mon thru Thurs. 646-3131

PHARMACY TECH or Pharmacy experience. Medical Center Pharmacy has full time position. We offer an excellent compensation package. 2 Paid holidays & vacation
• No Sundays, Weekdays or Evenings
• Medical, Dental & Life Insurance
• 401K Savings Plan
• Flexible hours
Please apply in person at: Medical Center Pharmacy, located inside Woodland Medical Center, 41935 W 12 mile, Novi or apply at 22341 W 8 mile, Detroit.

PHYSICAL THERAPY AIDE
For part-time, mornings, in Out-patient clinic.
557-7338

502 Help Wanted Dental-Medical

PHYSICIAN ASSISTANT
We are currently seeking a licensed physician assistant for full time employment in the Detroit Metropolitan & Lansing Areas. Excellent salary & benefit package. Please send resume to: Detroit Medical Center, 20735 Greenfield Rd., Dia. #302, Southfield, MI., 48076, attn: Ruth Jackson.

PROGRESSIVE dental office desires mature, reliable, energetic Hygiene Assistant. Wide variety of duties & responsibilities. Call, 645-1218

RADIOLOGY TECHNOLOGIST
Henry Ford Medical Center West Bloomfield is seeking a registered or registered Radiology Tech to work part time days with some weekend hours. Previous experience as a registered Rad Tech preferred. This position offers the applicant excellent benefits and the opportunity for professional growth. Applicants can contact:
Denise Stevens at 661-6486
HENRY FORD MEDICAL CENTER
WEST BLOOMFIELD
6777 Maple Rd.
W. Bloomfield, MI 48033
Equal Opportunity Employer M/F/H

RECEPTIONIST & CLERICAL Position in X-ray office. Southfield Radiology, 13951 W. 9 Mile Rd. Suite 110, Southfield. 559-5520

RECEPTIONIST
• EXCITING
• INTERESTING
• FAST PACED
INFERTILITY PRACTICE
In W. Bloomfield. Part time, 3 days per week, no Saturdays. Walk Nancy Carroll, 2005 Woodward Ave. Suite A, Bloomfield Hills, MI. 48013

RECEPTIONIST
Experienced. Needed for chiropractic office. Farmington area. Call Mon-Fri. 9-12 noon. 477-0997

RECEPTIONIST - part time. Mature, capable woman, pleasant, good pay to right applicant. After 5pm 626-6511

RECEPTIONIST
Experienced. Needed for chiropractic office. Farmington area. Call Mon-Fri. 9-12 noon. 649-0140

RECEPTIONIST/Medical Assistant - great opportunity for background in person in new podiatry office in Southfield, front & back medical experience preferred, salary negotiable. 424-8030

RECEPTIONIST/AIDE
Commerce Township, full time position in busy hospice Home Health Therapy department. Medical experience helpful but not required. 624-4100

TOTAL REHABILITATION INC.

RECEPTIONIST/ASSISTANT
Capable, personable individual to work in patient oriented chiropractic practice, Livonia Area. Full or part time, to include some evenings & Saturdays. Experience not required, but will train person demonstrating potential. Reply: Call Pat 425-7700

RECEPTIONIST for family planning clinic, Farmington Hills, full or part time, include some evenings. Preferred but will train mature, responsible person with good attitude. Good references. Call Kathy, Mon, thru Fri. 10am-3pm 751-7247

RECREATIONAL TECH
A new facility in W Bloomfield is seeking dynamic individual for innovative role, for the developmental training section of Windemere. Also performs other duties as assigned. Contact: Mrs Yerger 661-1700

REGISTERED NURSE
Immediate opening for RN in a company based in Plymouth. Position open as a primary care nurse caring for a group of developmentally disabled families in the home within a team concept. Prior experience is preferred for the terminally ill, along with good interpersonal and communication skills would be beneficial. Additional training will be provided. If interested, send resume to Hospice Nurse, services of Western Wayne County, Inc., 8701 Hartstein Street, Plymouth, MI, 48135, Room 8. 522-4244

REGISTERED X-RAY TECHNICIAN
For private Birmingham office, 3 days per week, approximately 36 hours per week. Full/part time hours. Ask for Pam 647-4425

RESIDENT AIDE POSITIONS
Full time on midnights with full benefits, and on-call as all shifts with flexible hours. Nurse aide experience preferred, but will train the right person. Beautiful new Home for the Elderly in Livonia. 261-9000

RESPIRATORY THERAPIST
Needed full time for metro-Detroit durable medical equipment company. Call Beth at 864-4191

RESPIRATORY THERAPISTS
Full and part time positions are available on the afternoon or midnights shifts. Rotating weekend and holiday schedule is included. Competitive wage and benefit package is offered. You may apply in person or send resume to:

GARDEN CITY HOSPITAL
(Osteopathic)
6245 N. Inkster Road
Garden City, MI 48135
421-3300, Ext. 4277
An Equal Opportunity Employer

RN - LPN
Full or part time. Day and afternoon shifts. Apply: Arnold Home, 18520 W. 7 Mile Rd., Detroit. 531-4001, Ext. 200.

RN/LPN
Part time positions available for talented team-player who can contribute knowledge and skills toward our winning effort. Day and afternoon shifts for skilled nursing facility. Competitive salary and excellent benefit plan. Contact L. Hirschfeld, Director of Nursing, University Convalescent & Nursing Home, Inc. 427-8270

RN/H, LPN/S, all shifts, part time, full time, new pay scale. Aides, orderlies, all shifts. Housekeeping, Laundry, afternoons. 43625 Michigan Ave., Canton.

RNs - LPNs
& GRADUATES

166 bed skilled nursing home in Livonia currently has openings for full or part time Nurses. Choose your own schedule and hours. Competitive wages and benefits. Call for appointment. Mrs. Felosak, RN. 522-1444.
522-1444

RN'S - LPN'S
Strong Medical Surgical skills, Innovative 12 hour shift, new pay scale. Apply in person.
LIVONIA NURSING CENTER
29910 PLYMOUTH RD.

RNs - LPNs
Westland Convalescent Center has afternoon positions available for part time and full time licensed Nurses. Our 220 bed skilled care facility offers high standards for resident care and employee relations. Competitive wages and benefit package including medical and life insurance for continuing education via a scholarship program. Apply at: Westland Convalescent Center, 36137 W. Warren, Westland.

RN
SUPERVISOR
Must be experienced for large best-placed internal medicine clinic. Teach patients, chemotherapy, staff scheduling, supplies, payroll. Must work well with physicians and staff. No weekends, good salary. Employer fee paid.

DAVIS-SMITH
MEDICAL PERSONNEL SERVICE
557-7200

RN, LPN NEEDED
Part and full time - in a Birmingham Doctor's Office. Call 642-8100

502 Help Wanted Dental-Medical

SPEECH PATHOLOGIST
Permanent part time, C.C.C. 3 yrs. experience with children & adults. Non-smokers only. Call Communication Disorders, Teri Cramer.

VETERINARY NURSE or assistant. Full time needed at Royal Oak clinic. Good pay and benefits. Benefits. Will train right person. Apply at Westport Hospital, 1513 S. Main, Royal Oak.

504 Help Wanted Office-Clerical

ACCOUNTANT- Full time career opportunity with health care system. Experience with state accounting procedures &/or IBM System 38 would be an asset in this position. Prior CPA but will consider other experienced applicants. Competitive salary with excellent fringes. Call or write, Dr. Richard Dermer, Detroit Catholic Center, 1155 Gratiot, Lapeer, Mich. 48446 313-667-0500

ACCOUNTANT
Medium size Birmingham position available for hard working, knowledgeable & personable individual. The person we are seeking should have 5 yrs. of public accounting & auditing experience with strong background in individual & business tax return, preparation of financial statements & some computer experience. Send complete resume & salary history to: Personnel Director, 32505 Northwestern Hwy., Suite 225, Farmington Hills, MI 48018

ACCOUNTANT'S ASSISTANT
for Livonia CPA firm. No experience necessary. Student or trainee preferred. Will train in accounting career. Afternoon hours + permanent part time, 30 hours per week. Duties include light typing and light bookkeeping. Call Elaine, 427-6020

-ACCOUNTING CLERK-
Full-time position available with Southfield firm specializing in Wholesale work. Computer familiarity a plus. Mail resume to: P.O. Box 300, Southfield, MI 48037 or call 353-3311, Ext. 211

ACCOUNTING CLERK
Full time position available with Southfield firm specializing in Wholesale work. Computer familiarity a plus. Mail resume to: P.O. Box 300, Southfield, MI 48037 or call 353-3311, Ext. 211

ACCOUNTING CLERK
Full time position available. Call Nathan, 552-0166

ACCOUNTING
CLERK
Busy Southfield based commercial real estate firm is looking for someone with a strong background in the overall accounting procedures.
Interested candidates please forward to: A/C, P.O. Box 267, Southfield, MI 48037.

ACCOUNTING CLERICAL
ENTRY LEVEL
Due to rapid growth, Arbor Drugs has an ENTRY LEVEL, full time clerical position open in the accounting department of our Troy corporate office. We offer a competitive salary, heavily weighted bonus, and comprehensive benefit package. This position requires some basic clerical and accounting skills. Send resume (SALARY EXPECTATION REQUIRED):

ARBOR DRUGS
ACCOUNTING CLERICAL
1780 W. Maple
TROY, MI, 48007-7034
An Equal Opportunity Employer

ACCOUNTING Data Processing Assistant, non-smoker, for well established, near north suburban manufacturer. Applicants should have some experience in AP/AR & payroll and have data entry experience. ACCOUNTING CLERK
Must be familiar with basic accounting principles and have some office experience. Large benefit package & plus.
BOOKKEEPER - Will work out of our Orchard Lake facility. Must be familiar with basic bookkeeping principles - some experience preferred.
TAX CLERK - PC experienced preferred. Must be basic understanding of accounting. Tax courses helpful.
JR. TAX ACCOUNTANT - Bachelor's Degree in Accounting and 1-2 yrs. experience in Tax.
Salary commensurate with background. We offer a full benefit package and excellent advancement opportunities in a fast-paced innovative working environment. Interested candidates may send their resumes and SALARY HISTORIES in confidence to:
Judy Dedick, Human Resources Representative, CIS CORPORATION, 2600 Telegraph Rd., Bloomfield Hills, MI 48013.
Equal Opportunity Employer
Males/Females/Handicapped/Vet

ACCOUNTING POSITION
available for non smoker with small publishing company located in Canton. Must be well organized with accurate typing skills & ability to accept responsibility. Computer software knowledge helpful but not required. Full or ¾ time position. Send resume or work histories to P. O. Box 810, Wayne, Michigan, 48184.

ACCOUNTING SECRETARY
Immediate opening, national manufacturer with corporate headquarters in Farmington Hills. Career opportunity for person with accounting knowledge & superior office skills. Attractive offices, good fringe benefits. Send complete resume with salary requirements to Mr. Vincent at: Lifetime Doors, 30700 Northwestern Hwy., Farmington Hills, MI 48018

ACCOUNTING through Trial Balance. Multi locational retail store. Send resume with salary history & requirements to: 34095 Plymouth Road, Livonia, Mich., 48150

ACCOUNTS PAYABLE & FILE CLERK
Accounts Payable position with Detroit area's finest lender. Sidney Hendall & Son of Troy. Expanding, with all aspects of payables required and computer experience preferred. Excellent benefits. 362-4507

ACCOUNTS
PAYABLE
A leading Plymouth area home video has a full time position available in its Livonia office.

Your responsibilities would include checking and coding invoices for data entry into a computerized AP system and handling customer inquiries. Also reviews support documentation for proper approvals.

To qualify, you must have a high school diploma and 1 year's AP accounting experience. Good organizational skills, math aptitude and the ability to work interdepartmentally and with outside vendors is also necessary.

We offer excellent benefits and a competitive salary. Qualified applicants please send a resume, including salary requirements, immediately to:

BOX 358
Observer & Eccentric Newspapers
36251 Schoolcraft
Livonia, MI 48150
An Equal Opportunity Employer

504 Help Wanted Office-Clerical

ACCOUNTS PAYABLE
Immediate opening for full time person so position assumes payable purchasing, & inventory control functions. Some receptionist duties & typing, minimum 1 year experience, excellent benefits. Send resume with salary requirements to P.O. Box 87846, Canton, MI., 48187

ACCOUNTS PAYABLE CLERK
Large medical equipment distributor seeks a mature individual with minimum 3-5 yrs. payables experience. This challenging position requires strong accounting & interpersonal skills. Computer literate preferred, very organized & detail oriented. We offer competitive salary & excellent benefits. Send resume. Experience with state accounting. P.O. Box 2979, Livonia, MI 48151.
An Equal Opportunity Employer

ACCOUNTS
RECEIVABLE
High volume retail office needs individual 2-3 years experience in receivables. Must work quickly & accurately. We offer an excellent compensation program with paid fringe benefits. Nice Southfield location. Call 356-1110

ACCOUNTS RECEIVABLE/Billing Manufacturing Co. seeks person with good typing skills & experience in preparation of shipping documents for position in the Accounts Dept.

Individuals will be responsible for data entry, typing of invoices, sales & voice & shipping documents.

Please send resume with salary history, or apply in person at:
22251 N. Ave. Dearborn & Madison Hts.

AD AGENCY - requires assistants typist & Secretary. Must be pet client in World Star/Livonia. Experience helpful, with excellent typing and benefits. Southfield 352-78
An Equal Opportunity Employer

Distribution company has a full time Secretarial work, part time.
Flexible hours. Troy location. Call Joyce at 362-5020

ADMINISTRATIVE SECRETARY
TO $19,200/FEE PAID
Unique position with this Southfield service person opening. Experience in data entry, word processing & telephone technique a plus. Full time position. Salary open. Salary based on experience. Apply in person only between 9am-4pm: 1195 Newman Rd, Pontiac 781-3[illegible]

ADMINISTRATIVE ASSISTANT
Distribution company has a full time service person opening. Experience in data entry, word processing & telephone technique a plus. Full time position. Salary open. Salary based on experience. Apply in person only between 9am-4pm: 1195 Newman Rd, Pontiac 781-3[illegible]

ADMINISTRATIVE RECEPTIONIST
First of America Bank of Plymouth has an opening at the main office for an administrative receptionist. Typing 40-50wpm, general clerical experience. Apply at:
First of America Bank
535 So. Main St.
Plymouth, MI 48170
An Equal Opportunity Employer

ADMINISTRATIVE SECRETARY
Southfield area realtor has opening for a detail oriented administrative secretary position. Good organizational and clerical skills, good telephone manner & presence. Call Karen at 643-8543

ADMINISTRATIVE assistant needed for Livonia Dental company. Bloomfield Hills, responsibilities include dispatching technicians, customer contact, billing, other duties. Send resume & salary history to: Box 332, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

ADMINISTRATIVE ASSISTANT
Established W. Dearborn business needs well organized person to assist sr. Experienced in word processing, Lotus, typing, filing & other office support. Send resume & salary requirements to: Administrative Assistant, P.O. Box 1184, Dearborn Michigan, 48120.

ADMINISTRATIVE
ASSISTANT
$20,000
Computer consulting firm offers interesting diversification to a well organized Secretary. Varied duties include typing, phone coordinator, make travel arrangements and do some bookkeeping. Fee paid. Call Marie, 353-2900.
After 5 PM, Appointments Available
SNELLING & SNELLING

ADMINISTRATIVE
SECRETARY
EXPERIENCED
Typing 75 wpm and shorthand required. Real estate background an computer literate a plus. Must be self-motivated and have good communication skills. Large benefit corporation offers potential for growth. Good benefit package. Please forward resume with salary requirements, to: Att. P.O. Box 2[illegible] Southfield, MI 48037.

ADMINISTRATIVE
ASSISTANT
CIS, a progressive computer marketing and leasing corporation located in Bloomfield Hills, has an excellent opportunity for an Administrative Assistant at their PC Store also located in Bloomfield.

Qualified candidates must have an excellent phone manner, typing speed of 50 wpm and the ability to handle administrative duties. Pc background helpful.

Salary commensurate with background. We offer a full benefit package. Excellent advancement opportunities. Interested applicants may send resumes and SALARY HISTORIES in confidence to: Judy Devore, Human Resources Representative, CIS Corporation, 2600 Telegraph Rd, Bloomfield Hills, MI 48013
Equal Opportunity Employer
Male/Female