502 Help Wanted Dental-Medical

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

DENTAL ASSISTANT
Full time position available for experienced chairside assistant. Plymouth. 455-2890

DENTAL ASSISTANT
Experienced, full time, chairside. 12 Mile-Southfield area. 557-0613

SESAME STREET TICKET WINNER

MARY JO CLEMENT
30418 W. Warren, 29N Bldg. H
Westland

Please call the promotion department of the Observer & Eccentric by 5 p.m. Friday, January 22, 1988 to claim your four FREE Sesame Street Live Tickets.

591-2300, ext. 404

CONGRATULATIONS!

DENTAL ASSISTANT-LIVONIA
Our busy periodontal office is looking for a friendly energetic person, a full or part time position. CDA preferred or minimum 2 years experience. No evenings or Saturdays. Please call Debbie, 522-7314.

DENTAL ASSISTANT - full time for busy Rochester office, experience preferred, salary negotiable, resume required 651-1613

DENTAL ASSISTANT - full time for Livonia specialists office. Experience treasured but willing to train. Call Jan: 261-7801

DENTAL ASSISTANT, pleasant family dental office seeks the great atmosphere, pay & benefits. Experience preferred, willing to train, if qualifiable & career minded 689-9012

DENTAL ASSISTANT
Busy, 30-with breached, westside office looking for experienced Dental Assistant for full time position. Please call Cheryl at 522-5548

DENTAL ASSISTANTS - full and part time chair side. Part time front desk. Experienced only. Well groomed. Non smokers only. Self motivated individuals. Presently located Wallam S. Demray DDS, 371 E. Main St., Northville, MI 48167. 348-1313

DENTAL ASSISTANT
Highly motivated individual for a full time position, experience necessary. 591-7300

DENTAL ASSISTANT
Part time. Chairside experience preferred, but will train. Call Janet's practice in Livonia. 464-4497

DENTAL ASSISTANTS - Chairside & insurance. Will train. Well established practice. Part time. Experience or CDA preferred. 476-2211

DENTAL ASSISTANT - Immediate full time position. No weekends, no Friday afternoons. Frankie Vitale, DDS 626-4233

DENTAL ASSISTANT - full time - chairside & front desk capabilities, unique opportunity for a dental individual. Radford/Dearborn Hts. area. 835-3500

DENTAL ASSISTANT/Receptionist. Part time in a busy office in Canton. Excellent pay, benefits, pleasant salary. Send resume to Box 488 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

DENTAL ASSISTANT
Start at $15,000 per yr. + benefits + 5 career advancement opportunities. Southfield/Birmingham specialty practices and eventually, progressive team member committed to quality care. Call Barbara, at 357-3109

DENTAL ASSISTANT
Full time. Experienced chairside & office. Call Garden City 421-7720

DENTAL ASSISTANT
Experienced person needed full time, for progressive dental office. 247-0010

DENTAL ASSISTANT/Receptionist-needed for pleasant Dearborn Heights office. Full time. No eves., No Sats.. Experience necessary. Call 291-7553

DENTAL ASSISTANT - Busy Birmingham office. 3 days per week. No Sat. Some experience preferred. Days, 642-1440. Eves. 643-0583

DENTAL ASSISTANT- Needed. Experienced. Excellent salary & benefits. Pleasant atmosphere. Warren field. Please call Doris: 569-6304

DENTAL ASSISTANT who desires responsibility, challenge & appreciation. Part time chairside & business office duties. 851-5580

DENTAL ASSISTANT
Plymouth. Experienced Chairside Assistant. Full or part time. Non smoker. 453-3070

DENTAL ASSISTANT
with some Front Desk. 4 days, no Saturdays or evenings. Benefits. 847-3546 or 540-4031

DENTAL ASSISTANT
Downtown Farmington area. Experience preferred, will train if desire to learn. Resume required. Call 474-5421

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

DENTAL ASSISTANT, Full-time. Warm, friendly atmosphere, where good & caring Dentistry is done. 4½ days in beautiful office so cross from Jacobson's. 8 a.m.-5 p.m. 691-0011 or 626-1494

DENTAL ASSISTANT
WANTED: An experienced, pleasant & motivated individual for a full or part-time position in our Plymouth office. We offer excellent benefits and a pleasant working environment. Call 352-5440

DENTAL ASS'T - full time
Experience preferred. Benefits. Royal Oak 548-1712

DENTAL HYGIENIST wanted full time for general dentist's family practice. 8 Mile/Telegraph area. 535-8800 or 626-8713

DENTAL HYGIENIST
Immediate part-time position for progressive Rochester office. Salary negotiable. Flexible hours. Call Kathy, please call for interview 651-1813

DENTAL HYGIENIST
Plymouth area, part time. 453-8190

DENTAL HYGIENIST
Part time, Mon., Wed., & Tues. Evenings. Excellent pay & working conditions. Livonia office. Call 525-7616

DENTAL HYGIENIST
4½ days, Birmingham area. Excellent benefits, salary open. 647-7783

DENTAL HYGIENIST
Full or part time. Busy family practice. Redford area. 533-8304

DENTAL HYGIENIST
Wayne Rd. Medical Arts Tues. & Thurs., no evenings. 1 Sat. per month. Salary open. 729-1148

DENTAL HYGIENIST
Our busy dental office is searching for a part-time or full time hygienist. You will always be teamed with your assistant. Westland, 1 block W. of Telegraph on M59. 681-6100

DENTAL HYGIENIST - Can you meet the challenge? Caring, friendly, Walled Lake office offers a bright, energetic person an outstanding opportunity to step in & run our hygiene department. Top salary & benefits for the right person. Call 363-7348, leave message.

DENTAL HYGIENIST-Wanted full time, for progressive high volume office. Looking for experienced patient oriented individual, top salary & benefits. 533-2283

502 Help Wanted Dental-Medical

DENTAL HYGIENIST
$125/DAY
Mon. Wed. & Fri. No nights or weekends. Solo office in Redford. Heavy Perio.
Dr. M. Weiss
Call for details now!
535-1198

DENTAL HYGIENIST
full time, includes benefits. Good personality. 893-9323

DENTAL HYGIENIST
Berkley. Please call 548-3334

DENTAL HYGIENIST
3 days a week. Some Saturdays, or evenings. Salary open.
547-7700

DENTAL HYGIENIST
For Detroit office, part time
Call between 8-5PM
691-7330

DENTAL HYGIENIST needed in a conservative orientated family practice in Birmingham. Mon. or Tues. 10am-7pm. Salary based on experience & benefits. Call 645-3710

DENTAL ORTHODONTIC Chairside Assistant. Full time Experience desirable, pleasant personality & neatness important. Good working conditions & benefits. Call 435-7000

Dental
ORTHODONTIC ASSISTANT
We are looking for an Orthodontic Assistant who will bring a commitment to our office. Experience helpful. Sterling Heights area. 268-5464

DENTAL PATIENT COUNSELOR
Do these words apply to you - enthusiastic, self-starter, achiever and confident, then call about our challenging patient Counselor position. Must have experience in dental and knowledge of insurance. Full time. Waterford. 681-8100

DENTAL RECEPTIONIST
Full time. Good Communication. Experience not necessary. Ford Rd / Beech Daly area. 278-4700

DENTAL RECEPTIONIST
We are looking for you for permanent full time position. Experience necessary. Northville area. 348-1997

DENTAL RECEPTIONIST
For busy Isam-oriented Rochester practice. An opportunity to grow for a motivated, caring person with dental experience. Full-time, benefits, good salary. Call between 8:30am-12:30pm. 851-8484

DENTAL RECEPTIONIST
Modern progressive Dental office in Clawson seeking mature, cheerful, experienced receptionist. 589-2021

DENTAL RECEPTIONIST
Full time for general dentist. Experience helpful. 5 Mile - Telegraph area. 535-8600 or 626-6713

DENTAL RECEPTIONIST
Full-time - Livonia area.
Small, competent & pleasant staff - established practice. 522-8771

DENTAL RECEPTIONIST
Full time for progressive Livonia practice. Experience necessary. Salary commensurate with experience. One evening involved. Ask for Jan or Anita 525-1200

DENTAL RECEPTIONIST & INSURANCE
with previous experience to share front desk. 4½ days in beautiful office (by Jacobson's). 8 Mile & Newburgh, Livonia. Come over, take a look & let's talk.
591-0011 or 626-1494

DENTAL RECEPTIONIST
Experienced! Full-time, good benefits. Leave message. 855-4815

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

DENTAL RECEPTIONIST
Will train if necessary. Must be responsible person for downtown Plymouth office. Full/part-time. Non-smoker 453-5070

DENTAL RECEPTIONIST- Full time. Oak Park- 8 Mile/Greenfield. Good salary, benefits for experienced person. Busy practice in a modern friendly atmosphere. 968-2296

DENTAL RECEPTIONIST
A personality person to work full time in a large busy practice. Should have dental experience & knowledge of insurance. Call Barbara, Waterford. 681-8100

DENTAL RECEPTIONIST
Full time position available in our centrally located Southfield office. We are offering a challenging career opportunity with excellent salary and benefits in exchange for a pleasant, motivated individual like your Call 352-5440

DEPENDALE person to assist in collecting in rental program for HW patient hospital. Duties will include supervising attendants, floor coordinator, patient contact & banking. Must have car. Ideal position for active retiree or person returning to job market. Send letter & hourly wage requirements to Manager, TV Operations, 53 Park, Troy, 48083

DISPENSING OPTICIAN - full time, highly motivated, intelligent & friendly. Experience necessary. Madison Heights office.
11 mile & I-75. Call 541-8686

FULL TIME RN or LPN
AFTERNOON SHIFT
WEST TRAIL NURSING HOME
Small basic facility in Plymouth is in need of a staff nurse. To schedule an interview call Kathy Marsh, RN. 453-3583

HOWTHALTH AIDES
Male & female - desired for full-time positions with rapidly expanding company. Experience preferred but will train right person. 455-1061

HYGIENIST WANTED
to join busy practice in Taylor. If you're motivated, outgoing & looking for a great place to work, contact us at 291-6009 453-4860

HYGIENIST
Thurs., 9am-6pm, Southfield area. 559-1559

HYGIENIST
Established Professional Office.
2 to 3 days. Livonia 522-8770

HYGIENIST - Part time, Thurs. 10AM-7PM. For dental office in Rochester. 651-0897

LAB/MEDICAL ASSISTANT
for part-time in Physician's office in Birmingham. Call 647-5430

LAMAZE Childbirth Education Assoc. of Livonia Inc. has instructor position available for qualified RN/mother. Please call Kim at 427-4619

LIVE-IN AIDES
desired for full-time positions with rapidly expanding company. 455-1061

LPN
AFTERNOON
Full or Part Time Positions
Call Mrs. Ferguson
for Appointment
261-5300
NIGHTINGALE WEST
NURSING HOME

LPN
Full or part time for Livonia Pediatric Clinic. Experience required. Call Mon. thur. Fri. 8 1/2 5. 261-8300

LPN/LA-Medical Weight Loss Clinic has full and part time positions available in Livonia, Plymouth, Taylor and Dearborn areas. No nights, weekends or holidays. Good hourly wage plus bonuses. 539-4210

LPN - REHAB
Experienced to work with quadriplegic. Excellent pay & benefits. Family Home Care 229-5683

LPN'S NURSES AIDES
Immediate placement in Oakland County. Transportation, top pay one year experience.
MEDICAL PEOPLE LEASING
Call today 661-4601

DERMATOLOGY OFFICE looking for people-oriented person to be Medical Assistant in busy office. Excellent salary, office offers 3 bright, energetic person an outstanding opportunity to step in & run our hygiene department. Top salary & benefits for the right person. Call 363-7348, leave message.

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

502 Help Wanted Dental-Medical

MEDICAL ASSISTANT, part time, Mon., Wed., Fri afternoons. Top Exp. Recent experience only. Bloomfield Hills office. 335-6610

MEDICAL ASSISTANT
Please send resume, with references, to Medical Assistant, P.O. Box 37374, Livonia, MI. 48152

MEDICAL ASSISTANT. Experienced, dependable. Send resume to: St. Luke's Medical Clinic, 7439 Whitby, Livonia 48152

MEDICAL ASSISTANT - clinical experience needed. Computer billing helpful, but not necessary. If interested call, 474-5215.

MEDICAL ASSISTANT - LPN or RN for internist office. Diabetic teaching experience preferred. Part time. Call 348-8000 ext. 325

MEDICAL ASSISTANTS or LPNs
To work full time in Internal Medicine in large medical center. Call 348-8000, Ext. 323.

MEDICAL ASSISTANT - Part-time. Experience in Venereal disease & Aids, for (1) Physician office. No nights, holidays or weekends. 557-5660

MEDICAL ASSISTANT - excellent opportunity for Cardiologist office. Experience preferred. Resume to: Dr. Shirley Forst, PC. 44199 Delquender, Troy, Michigan, 48098

MEDICAL ASSISTANT & X-RAY Technician position available for full time for a clinic in Wayne. Send resume to P.O. Box 52468, Livonia MI, 48152.

MEDICAL ASSISTANT
Experienced, part time, all phases. Westland area. Mrs Frey, 522-3588

MEDICAL ASSISTANT - Experienced person for internal medicine office. Full time, flexible hours, good salary. Call AM only. 354-9472

MEDICAL ASSISTANT/Podiatry, 20-30 hrs per week. Some typing helpful. For our Detroit & Livonia offices 382-1400

MEDICAL ASSISTANT
Part time Birmingham OB/GYN Mon, Wed & Fri afternoons. Excellent working conditions, salary $4.50 hour, increase in 30 days. Good benefits. Apply: University Convalescent Nursing Home, 26550 Five Mile, Livonia.

Nurse Assistant
Neurorehabilitation closed head injury unit. Must have experience. Rehab experience desired. Call for application & interview. 2975 N. Adams, Bloomfield Hills, MI 48013 645-2600

NURSES AIDES
APPLY IN PERSON
LIVONIA NURSING CENTER
29910 Plymouth Rd. Livonia

NURSES AIDES
$5.00 TO START
W. Bloomfield Nursing Home has openings on all shifts for Nurses Aides. No experience necessary, we will train you. Starting wages, $5/hour with increase to $5.10 after 90 days and $5.20 after 1 yr., with increases every year. Fringes include, paid vacation, paid holidays, Christmas bonus, shared health insurance and life insurance. Interested? Please apply at: 6445 W. Maple near Drake, Mon-Fri, 12-4pm.

NURSES
Weekend, on call, or contract positions. Available to those with experience or interest in community health care. Home care experience, assessments & documentation skills, have at least 1-2 years of acute care experience and be current in infusion therapy. BSN preferred. Excellent opportunity to grow with your career path, and exercise your creativity and independence. We are a progressive Medicare certified home health agency, independently affiliated with a large health center. Flexible schedule, and a competitive compensation package.

Please contact:
Catherine Esterfeld RN, MS
313-962-9194

NURSING ASSISTANTS
Would you like to become part of a health care team which provides excellence in long term care. Westland Convalescent Center is looking for caring individuals who are interested in full Nursing Assistant positions on the day and afternoon shifts. We offer will find wonderful educational opportunities via a scholarship program and occasional bonuses, growth and development as you assist us in maintaining our high standards for residential care. Hours flexible, and can be designed part of a unique award winning facility. Apply at: Westland Convalescent Center, 36137 W. Warren, Westland.

OFFICE MANAGER for out patient physical therapy office in Southfield, full time, prior experience preferred. 557-7339

OFFICE MANAGER for busy West Bloomfield Chiropractic Center. Insurance experience, secretarial skills, self-motivation experience required. Longevity, full-time. Leave message on machine. 746-0514

OPHTHALMIC TECH - proficient in A-scan, refraction, cell count. Excellent career opportunity for caring person who enjoys working with the elderly. Send resume to: Harry J. Spiro MD., Cataract Specialist, 3003 Woodward, Suite 48012, attention Sandra Lendon.

OPTICAL DISPENSER NEEDED
Westland Area
425-1312

OPTICAL DISPENSER
Experienced - full or part time.
No weekends. Troy. 528-2553

OPTOMETRIC Assistant/Receptionist needed for busy professional office. Ability to work well with people & similar office experience helpful. Hours: 2pm-Close, approximately 25 hrs. a week, possibly some Sats. Call Lorri, before 3:30pm, 525-8375

ORTHODONTIC ASSISTANT
Part time evening hours. Experience desired, but will to train. Plymouth area. 453-0227

ORTHODONTIC LAB ASSISTANT
35 hours per week, no Saturdays. Will train. Farmington Hills area. Non smoker. 477-5545

PART TIME
Position available for dependable energetic individual to work for busy chiropractor. Mon., Wed. & Fri., 8:45am-2:30pm, Tues. & Thurs. 8:45am-1:30pm. Basic clerical skills required, salary is hourly, quarterly & yearly bonuses. Call Mrs. Dixon, RN for more information, call 348-1800, ext 231

RESPIRATORY THERAPIST
Part time position is available on the afternoon shift, Monday, every weekend and holiday scheduling is included. Competitive salary and benefit program 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. 4377
An Equal Opportunity Employer

RN
CLINICAL
SUPERVISOR
Home Care Division
Field Supervision
FLEXIBLE HOURS & BENEFITS
STAFF BUILDERS
557-8600

RN/LPN
Part time positions available for talented team-players who can contribute knowledge and skills to our winning effort. Day and midnight shifts for skilled nursing facility. Revised salary and excellent benefit plan. Contact L. Hirschfeld, Director of Nursing, Bloomfield Convalescent & Nursing Home, Livonia. 427-9270

RN, Part Time, for plastic surgery office in Southfield. Dependable, pleasant personality necessary. Excellent working conditions. Call 557-1622

RN - RETURNING TO THE Job Market? Refresher Seminars. Best experience - office based. Need excellent communication skills. Hosp./Dr. office experience required. Southfield area.
HOME HEALTH CARE
Of Metropolitan Detroit
354-0990

RN's - GN's - LPN's
(One year recent hospital experience required for LPN at) At Borgess you will have the opportunity to hone your skills and advance in your career. We have part time and full time positions, 8 or 12 hour shifts (Full time benefits are available only every third weekend).
Job positions available are for the following units:
● CRITICAL CARE
● REHAB (New Unit)
● MEDICAL

New Wage Compensation with excellent benefits, which include health, dental, life insurance, paid vacation and a child care center. Now accepting applications for spring graduates and Nurse Technicians.
Please send resume to:
Human Resources
BOTSFORD GENERAL HOSPITAL
28050 Grand River Ave.
Farmington Hills, MI 48024

RN'S/LPN'S
Applications being accepted for full and part time, afternoons.
NURSE AIDE
Full and part time, all shifts including weekends. Apply:
FRANKLIN MANOR
28900 Franklin Rd. Southfield
352-7390

RNs - LPNs & GRADUATES
166 bed skilled nursing home in Farmington Hills 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
Home developmentally disabled adults seeking quality oriented nurses with excellent job skills and judgement. For more information, call:
Director of Nursing 729-0857
An Equal Opportunity Employer

RN'S - LPN'S, NURSE AIDES
Jewish nations leading physical provider of homecare. Come care with us. Upjohn HealthCare Services
524-3044

RN'S - LPN'S
Strong supervisory skills, innovative 12 hour shift, new pay scale. Apply person.
LIVONIA NURSING CENTER
29910 PLYMOUTH RD.

RNS - LPNS
Westland Convalescent Center is now interviewing licensed Nurses for the 3-11 and 11-7 shifts on the afternoon shift. Our facility offers a stimulating work environment, competitive salary, the geriatric patient, competitive wage and benefit package and opportunities for continuing education as a career ladder program. Come join a unique award winning facility which provides excellence in long term care. Apply at: Westland Convalescent Center, 36137 W. Warren, Westland.

NOW TO WORK FLEXIBLE part time hours for private rehab agency in the Detroit area. No experience necessary, will train and PM and case management for the challenging position. Send resume to: Home Life Rehab Recovery Unlimited, 7301 W. Saginaw, Lansing, MI. 48917.

SOCIAL WORKER WITH MSW & fully licensed PHD psychologist wanted for contracted outpatient psychiatrists position in comprehensive private mental health clinic located in Southfield. Northwestern area. Ideal therapist the opportunity to become a Private Practice. Contact Stephen P. Slocker, ACSW at Psychotherapy Consulting Services, Inc., 671 Deerwold, Suite 4, Northville, MI 48167, 313-348-1100

SPEECH THERAPIST
To work with 6 year old son in N.W. Ferndale home.
Leave message: 542-4623

SWITCHBOARD OPERATORS
Contingent day positions available for Novi location.
Call 348-8000, Ext. 325.

VASCULAR TECHNOLOGIST
TERRIFIC OPPORTUNITY
Vascular Technologist wanted; registered through ARDMS or registry eligible preferred but not necessary. Must be able to perform peripheral & venous studies. Duplex experience preferred but not necessary. EXCELLENT TOP PAY, GOOD BENEFITS. Call now for interview. Don't miss this opportunity.
Call 427-0010

VETERINARY HOSPITAL now hiring receptionist ($4 per hr. with experience), vet. technician (technicians ($7.50 per hr. with experience). Must want to learn. Call Renee 537-8100

504 Help Wanted Dental-Medical

X-RAY TECH with Medical assistant experience or Medical assistant with X-ray experience for growing urgent care center. Send resume to P.O. Box 7, Novi, MI 48050 or call Ella Banks - 476-0404 or Dr. George at 268-9500

504 Help Wanted Office-Clerical

. ABILITY TEMPS
Wants to put money in your pocket & give you a Free Lunch

Register with us and work 40 hours Have a lunch on us

We have assignments available in Farmington Hills, Novi, Plymouth & Southfield for;

● TYPISTS (55 wpm)
● WORD PROCESSORS
● RECEPTIONISTS
● CLERKS

CALL TODAY
851-3652
EOE/MFVH

ACCENT YOUR SKILLS
We can help you use your skills to acquire rewarding assignments
• Accounting
• Clerks
• Data Entry Operators
• Receptionists with typing
• Typists (50+wpm)
• Word Processor Operators
Top Pay • Vacation/Holiday Pay • Bonuses • No fee • Free word processing training if you qualify.
TEMPORARY RESOURCES
356-1616
Southland Center - Livonia
Taylor - St. Clair Shores - Ann Arbor

ACCOUNTANT (CPA preferred) position available with growing advertising agency. Computer experience required. Good opportunity for the right person. Send resume to box 328 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

ACCOUNTANT
Fast paced advertising company seeks an accountant with degree & 2 years experience. Individual should have knowledge of accounts payable & a strong understanding of the balance sheet. Supervisory experience a plus. Please send resume & salary requirements to: Box 466 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

ACCOUNTANT
Part time-flexible hours. Sales office, 5 Mile & Inkster Rd area needs someone with experience in accounts payable & general accounting. Call between 8-5 for appointment.
Van Dyke Supply Co.
Attn: Ms. Bramble
355-5600

ACCOUNTING CLERK
Efficient on 10 Key with basic Accounting knowledge for Auto Dealership. Non-smoker. Resume to: Rosemeau Honda, 26429 Michigan Ave., Inkster, Michigan 48141

ACCOUNTING CLERK
Full-time position available with Southfield based accounting. Typing 40 wpm. Computer familiarity a plus. Mail resume to: Personnel, P.O. Box 300, Southfield, MI 48037 or call 353-0311, Ext. 212

ACCOUNTING CLERK
Busy office in downtown Ann Arbor has several positions available from entry level to double entry bookkeeping. Hours are 8:30-5:30pm. If you have some accounting/bookkeeping experience, can operate a 10 key calculator, and have mathematical ability, send resume to:
McKinley Properties, Inc.
Accounting Clerk Position
P.O. Box 8649
Ann Arbor, MI 48107-8649

ACCOUNTS PAYABLE/Receivable-Computer experience required. Send resume to: Personnel, 5433 Cedar Rd., Dearborn, MI 48126.

504 Help Wanted Office-Clerical

ACCOUNTING
Downtown Birmingham company seeks energetic individual with attention to detail for this full time accounts payable position. Associates degree & prior office experience required to $17,000 plus benefits. Send resume to Accounting 12601 Fenkane, Livonia, MI 48150

ACCOUNTING OFFICE in Redford Twp. area needs person to do general help for tax season. Mon thru Fri 9-3. Position is seasonal & lasts until April 15. 533-0121

Accounting Office
Livonia office has an opening for a qualified person seeking a position working in an accounting office. Capable of operating a 10 key calculator. Greatly interested in working with figures -- bank reconciliations, posting and verifying invoices & checks -- are part of the job. Excellent benefits. Send resume with your salary requirements to:
P. F. M.
P. O. Box 2469
Livonia, MI 48151

ACCOUNTING- Part time, experienced only. Will train on computer. Necessary Equipment. Send References & resume to: Box 378, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

ACCOUNTS PAYABLE CLERK
DATA ENTRY SUPERVISOR
Southfield company has full time positions available. Minimum 6 months to 1 year office experience necessary. Excellent math skills and calculator skills needed. Speed & accuracy on 10 key pad a must. Salary to commensurate with ability & experience. Send resume including salary requirements to: Box 444, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

ACCOUNTS
PAYABLE
BOOKKEEPER
needed for large Southfield construction office. Computer knowledge necessary. Must have experience. 358-5213

ACCOUNTS PAYABLE. Immediate opening for part time entry-level Clerk. Farmington Hills.
Call Rose Jenkins: 737-4499

ACCOUNTS PAYABLE assistant: typing, filing, answering phone, data entry. Send resume to Accounts payable, 5589 Orchard Lake Rd., Suite 232, W. Bloomfield, MI 48322

ACCOUNTS PAYABLE
An ever gentle person needed for fast growing advertising agency. Southfield area. Set starter. Computer payable experience necessary. Salary and benefits. Call C. Bayless for appointment: 354-9700

ACCOUNTS
RECEIVABLE
Farmington hills employer pays $240 per week + fee, plus CRT & some collections related experience

#1 Personnel Place
274-4230

ADMINISTRATIVE ASSISTANT. Capable individual with excellent general office skills for management position. Southfield. Janet, 569-8260

ADMINISTRATIVE SECRETARY
For not-for-profit agency with corporate offices in Pontiac. Must have good organizational & communication skills & typing at least 50 WPM. Shorthand & word processing skills preferred. Please forward resume to:
Personnel Office
517 Tony St.
Pontiac, Mich. 48053
An Equal Opportunity Employer

ADMINISTRATIVE ASSISTANT
Sports Broker. Min. 2 years office experience. Type 60-65 wpm. (Use of IBM Display Write 36, a Plus). Above average telephone manners. Good position of letters/form. Aptitude for numbers. Strong organization & prioritizing skills. Initiative & creativity are Must characteristics. Medical/Dental insurance. Salary Commensurate. Please call 835-5400
An Equal Opportunity Employer

504 Help Wanted Office-Clerical

ADMINISTRATIVE SECRETARY
The corporate offices of Amicare home health company operating in several states, has a current opportunity for a person who has a good sense of humor, good word processing skills & who can handle hard work & time deadlines

Your work will be varied with us, doing reports, some calculations, correspondence, etc., but the position has a financial orientation, so you should have good number skills.

Please send a resume outlining your experience, skills & salary requirements to

J.W. JOHNSON
Amicare Home Health Services, Inc.
2004 Hogback Road
Ann Arbor, MI 48104
An Equal Opportunity Employer

ADMINISTRATIVE ASSISTANT
Busy Southfield firm needs someone who good typing skills to handle unemployment & insurance disability claims on large payroll department. Benefits. Resumes to:
F. Mae Farland, P.O. Box 207 LV, Lathrup Village MI 48076

Administrative Secretary
$19,200
Legal Secretary
$22,000
FEE FREE
Personnel Systems
9433 Haggerty, Plymouth, MI
459-1166
315 E. Eisenhower - Suite 2
Ann Arbor, MI
761-5252

ADVERTISING - clerk for major Auburn Hills corporation. Type 40 wpm, good math aptitude, experience with cooperative advertising a plus. $14,700

GENERAL - office person for major Michigan corporation in Troy, some word processing helpful, training on 10 key & 2 years of given, collections experience a plus. Pay $14,700

WORD - processor for major Troy corporation, 3-6 mos. experience on NBI 6000, some purchasing background, type 55-60 wpm, salary $17,700

Word Processing Training
NEVER FEE
Paid vacations - holidays
Medical insurance
Livonia - 462-2240

UNIFORCE
S'THFLD B'HAM
357-0034 646-7660

ADVERTISING - secretaries needed for immediate employment with management firm specializing in classified. Must enjoy dealing with the public. Unique group of positions available. Previous Chiropractic experience helpful but will train the right outgoing, motivated individual. Benefits. Full-part-time positions available. Mon., Tues., Wed. & Fri. 9am-5pm. Mon., Wed., Thurs. & Fri., 3-7pm. Apply in person: Ann Arbor Chiropractic

AUTO DEALER seeks motivated, polite individual to handle service switchboard and minor insurance clerical duties. Apply in person to Crestwood Dodge Service Department 32850 Ford Rd., Garden City.

BOOKKEEPER - Construction
For property development company to process construction invoices & draws. Minimum 2 years experience. Computer experience a must. LIBRA job costing helpful. Send resume with salary requirements in confidence to Ms Kuik, 32770 Grand River, Suite 200, Farmington, Mi. 48024 An Equal Opportunity Employer

504 Help Wanted Office-Clerical

ARBOR
TEMPS
RECEPTIONISTS
JR. SECRETARIES
(40 wpm plus - hope to permanent)
DATA ENTRY
Immediate Openings
TOP PAY, BONUSES, BENEFITS
9433 Haggerty
(off 275, exit 29)
Plymouth, MI
459-1166

A SMALL OFFICE
A BIG OPPORTUNITY
To $20,000
Be in charge. Use your good secretarial skills and customer relations talents here. Fee paid. Call Bernice at 355-2090.
After 5 PM Appointments Available
SNELLING & SNELLING

SESAME STREET TICKET WINNER

LINDSAY LANEVILLE
780 Dressler Lane
Rochester Hills

Please call the promotion department of the Observer & Eccentric by 5 p.m. Friday, January 22, 1988 to claim your four FREE Sesame Street Live Tickets.

591-2300, ext. 404

CONGRATULATIONS!

ASSISTANT BOOKKEEPER
Southfield based headquarter's needs good typist with payroll & billing experience to start immediately. Computer product knowledge helpful. Send resume to:
F. Mae Farland, P.O. Box 207 LV, Lathrup Village MI 48076

ASSISTANT FOR CHIROPRACTIC Office, part time, afternoon & evening. Must be person 2-3pm-7pm, Mon., Wed., Fri. 15831 12 Mile Road, Southfield

ASSISTANT - RECEPTIONIST - needed for busy Reading Chiropractic Office. Looking for an ambitious, cheerful individual who enjoys dealing with the public. Unique group of positions available. Previous Chiropractic experience helpful but will train the right outgoing, motivated individual. Benefits. Full-part-time positions available. Mon., Tues., Wed. & Fri. 9am-5pm. Mon., Wed., Thurs. & Fri., 3-7pm. Apply in person: Ann Arbor Chiropractic

AUTO DEALER seeks motivated, polite individual to handle service switchboard and minor insurance clerical duties. Apply in person to Crestwood Dodge Service Department 32850 Ford Rd., Garden City.

BOOKKEEPER - Construction
For property development company to process construction invoices & draws. Minimum 2 years experience. Computer experience a must. LIBRA job costing helpful. Send resume with salary requirements in confidence to Ms Kuik, 32770 Grand River, Suite 200, Farmington, Mi. 48024 An Equal Opportunity Employer

504 Help Wanted Office-Clerical

AATEC
TAKES THE LEAD
JOBS $$$

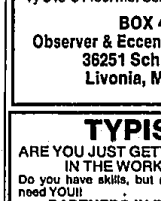
WE NEED employees with above average skills for temporary jobs for our most discriminating clients.
- EXECUTIVE SECRETARIES (75 wpm)
- SECRETARIES
- RECEPTIONISTS (with or without typing)
- ENTRY LEVEL CLERICAL POSITIONS
- ACCOUNTING CLERKS
- TYPISTS
- LIGHT INDUSTRIAL

For more details, call:
AATEC RESOURCES
261-6222
29586 Five Mile Rd.
Livonia, MI 48154
Equal Opportunity Employer

RECEPTIONIST

Local Birmingham private club looking for qualified receptionist/secretary. Position open immediately. Send resumes to:

THE FORUM
700 N. Woodward
Birmingham, MI 48011



SECRETARY

Person required for major automotive supplier sales office located in Livonia. Requires 65 wpm typing & excellent communication, phone & general office skills to include Word Processing. Salary $13-$1400/mo. Send resume to:

BOX 468
Observer & Eccentric Newspaper
36251 Schoolcraft
Livonia, MI 48150

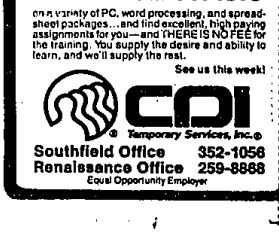
TYPISTS

ARE YOU JUST GETTING STARTED IN THE WORK WORLD?
Do you have skills, but no experience?...We need YOU!
PARTNERS IN PLACEMENT
is currently recruiting 50 WPM TYPISTS who are also capable of speed and accuracy on a 10 key calculator. Even if you have no actual work experience, we are able to place you on a long term assignment in the Dearborn area. We offer excellent pay, vacation and referral bonuses plus the opportunity to put your skills to work immediately. Call:
LIVONIA 474-8500
SOUTHFIELD 827-4213
PARTNERS IN PLACEMENT

ACCOUNTING CLERKS
Entry-Level Through Experienced

growing, Growing, GROWING...that's what's happening at Vlasic Foods, Inc. We're America's #1 producer of pickles and a sophisticated consumer products company, with immediate openings for individuals who would like to grow with us.

A minimum of one to five years experience as an Accounting Clerk is required. We are looking for detail-oriented individuals with proficient use of a calculator. Exposure to LOTUS 1-2-3 is a plus.

Join Vlasic at our pleasant suburban location. We offer competitive salaries and comprehensive benefits. For consideration, send resume including salary history to: Human Resources Department, Dept. #1888, VLASIC FOODS, INC., 33200 West 14 Mile Rd., West Bloomfield, MI 48322, Equal Opportunity Employer.

vlasic
WORD PROCESSING