

504 Help Wanted Office-Clerical

ACCOUNTING CLERK
Full-time position available with opportunity for advancement. Must have 40 hrs. computer familiarity & 2 yrs. experience in accounts payable & receivable. Salary \$25,000-\$30,000. Send resume to: 255-3311 Ext. 123.

ACCOUNTING CLERK - Response
For payroll accounts payable, accounts receivable, and general ledger. Must have 2 yrs. experience. Salary \$25,000-\$30,000. Send resume to: 255-3311 Ext. 123.

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ACCOUNTING PAYABLE AREA
Excellent opportunity for a motivated individual to join our team. Must have 2 yrs. experience in accounts payable. Salary \$25,000-\$30,000. Send resume to: 255-3311 Ext. 123.

ADMINISTRATIVE ASSISTANT
For a fast growing Property Management Company. Must have 2 yrs. experience in administrative support. Salary \$25,000-\$30,000. Send resume to: 255-3311 Ext. 123.

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GENERAL office person for Birmingham Corporation will eventually be a full-time position. Must have 2 yrs. experience in general office work. Salary \$25,000-\$30,000. Send resume to: 255-3311 Ext. 123.

SECRETARY - type set up, short-term
Must have 2 yrs. experience in secretarial duties. Salary \$25,000-\$30,000. Send resume to: 255-3311 Ext. 123.

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BIRMINGHAM LITIGATION firm seeking a motivated individual to join our team. Must have 2 yrs. experience in litigation support. Salary \$25,000-\$30,000. Send resume to: 255-3311 Ext. 123.

BOOKKEEPER - Part-time
For a fast growing business. Must have 2 yrs. experience in bookkeeping. Salary \$25,000-\$30,000. Send resume to: 255-3311 Ext. 123.

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HOME & SERVICE DIRECTORY

DEADLINE: 4 P.M. TUESDAY FOR THURSDAY EDITION / 4 P.M. FRIDAY FOR MONDAY EDITION

5 Air Conditioning

AIR CONDITIONING
Full service air conditioning. Free estimates. Call 442-1116.

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12 Appliance Service

100% YEAR GUARANTEE
Full service appliance repair. Free estimates. Call 442-1116.

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27 Brick, Block, Cement

BRICK DOCTOR
Full service brick and block work. Free estimates. Call 442-1116.

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33 Bldg. & Remodeling

CW DEXTER CONST.
Full service building and remodeling. Free estimates. Call 442-1116.

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39 Carpentry

HENRIK L. CARPENTRY
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56 Chimney

Building & Repair
Full service chimney work. Free estimates. Call 442-1116.

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85 Drywall

DRY WALL
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90 Furnace

Install or Repair
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