

Help Wanted Seco-Clerical

OFFICE ASSISTANT
Hospital school. 9-4pm, some

hours on comp time. Paid
week paid vacation. Du-
s, but is not limited too.
typing, PC Wordpro-
ing, copy machine, mak-
and running errands
non smoking office. Op-
or advancement. \$5 hour
ash between 10-4pm. Ask
rbush at 328-0920

Office Assistant
 The company seeks an individual for immediate clerical position. Required self-starter, strong oral ability and experience office skills. Saturday present. Apply in person or

By Showcase Shoppers
27754 Hoyt Rd
Hoyt, MI
ext to 12 Oaks Mall
n Service (Drive)
349-3700

OFFICE
TELEPHONE

IN YOUR LANGUAGE

Meet
Vened
An Accounting Study
GET YOUR SKILLS
EXPERIENCE
Accounting

STEN
PROBARY

441.391
543.2510
543.2517
354.2518
641.5933

CY **HOTEL**

CRITICAL - List the important sites include following information: name, reservation, date, time, location, etc.

CRITICAL - Description from hotel, location, etc., multi-

sited office practice. Full
 e. good pay & benefits
 reason or send resume to
 Binson, 4401 Wynding
 88121 581-3200

OFFICE CLERK
Dr. Southland Office Clerk
He is dependable and will
pass forward resume to
Kaplan. Educational Cons.
Northland Dr. Southland
5205 All Personnel

OFFICE HELP

ss duties & ling
 Office 616 0010
 E. HELP WANTED
 and furniture store. Expe-
 615 5177
 I. C. T. MANAGER
 bookkeeping and office
 background required for
 position. From 1000

FILE MANAGER
opening for organized responsible individual for clerical position at small file support oriented

consulting firm. Extensive
and thorough contact client
with problem solving. Ex-
tensive experience required.
Database wordprocessing
knowledge of automotive in-
dustrial accounting helpful. Non-
ice. Call 853-9700

Computer skills a plus
 ne of apply. Truans Cahi-
 weman Detroit

version for home desk
 typing computer 1 ad
 fixed benefits. limited
 255-2100

PRICE PERSON

BSIT0101 - Full time only
Must have minimum 1 year
experience
part time otherwise
567-0223

ing salary requirements
in Personnel, PO Box
Helm, MI 48060

ANCE & SALES
necessary, full & part

g Rosen, 559-5229

ATION/SECRETARY
and recall service being

erator/secretary to cover
withhold handling
ing. Knowledge of
ing system is re-
a competitive but
attractive term's
erate overtime is
Send resume to:
Service Mgr. PSI Rec-
ardline 1113

48151-5213

SALES/REPS/TECHS/ENGRS/PLANNING/OPERATIONS/SALES DISTRIBUTOR/WHOLESALE PROFESSIONAL PERSON/TECHNICAL SKILLS/SALARY INCENTIVE/Full benefits/543-2712

5K - Fast paced office

are individual for fulltime
ent in our order depart-
assant phone personally
titude and typing skill
Exament company em-
return to # 01 box 104
096

at general office duties
ing with flexible hours

**II & Accounting
Jobs Positions**
PART-TIME
Parker Enterprises, Inc.
largest early out plant
17000 Bess, Appleton, WI 54912

available for people interlocking part-time, utilizing evening shifts three days a week Accounting and Payroll units located in our Farmington.

little Caesar
www.littlecaesar.com

prises, Inc.
 Headquarters - PAC
 Division Kennelhouse
 24120 Haggerty
 Brighton Hills, MI 48024
 Opportunity Employer M.F.
 PAYROLL CLERK
 include hourly payroll & ben-

CHIGAN CAT CO.
24800 Novi Rd.

**ORDI A PROCESSOR
OWNER SERVICE REP**
large volume of incoming
and phone calls for grow-
ing company. Immediate
position available. Comput-
er. Pleasant non-smok-

Above average earnings.
 man. Only those qualified
 by. Carl Barbara, Sam-
 1938