504 Help Wanted Office-Clerical

SECRETARIAL POSITION
Must possess good typing skills, some filing & data entry skills preferred. Full time. Benefits. Send resumé: Dr. Lawrence Inc., 35401 Grant Blt., Romulus, MI., 48174.

SECRETARY
Exciting opportunity exists in our beautiful Farmington Hills office for individuals looking for entry level secretarial jobs that offers great growth potential. We need bright, hard working, ambitious people with good typing skills and Word Perfect or Data Entry experience. We offer excellent starting salary and benefits. Interested applicants can send employment history to:
KL
FOLSMER, RUDZEWICZ & CO.
26200 American Drive
Suite 500
Southfield, MI., 48034

SECRETARY
Experienced and energetic. Part time flexible hours, for doctor's office in Livonia. 522-3560

SECRETARY - full time for Livonia leasing company. Experience necessary. Call between 10am-12pm, Mon.-Fri. 425-9553

SECRETARY
Full-time for Grand Store. Good typing & clerical skills. Some sales experience. 525-1300

SECRETARY - full time for CPA firm now in Southfield area moving to Troy area. Call between 8am & 5pm 358-1220

SECRETARY
General office skills, PC knowledge useful. Farmington Hills area. Please call 553-8483

SECRETARY - Immediate opening for organized, motivated responsible individual for full time secretarial staff assistant position, at small Livonia office. 474-0774

SECRETARY
JUNIOR
Immediate entry level opening in our Consumer Marketing Division for an individual with above average clerical skills plus a minimum of 2 years general office experience. Position requires a responsible person with the ability to complete assignments in a timely manner & type a minimum of 35 words per minute or more plus. Complete benefit package & pleasant work environment. Reply to
JUNIOR SECRETARY
P.O. BOX 2227
SOUTHFIELD, MI. 48037

SECRETARY
LEGAL DEPARTMENT
of large suburban firm offers excellent benefits and growth potential to secretary with strong computer background. Typing 50+, legal or insurance background a plus. Must be flexible and able to assume new responsibilities. Salary 17k range. Call or send resume to: Rita Rosdean, Nancy Barr & Assoc., 29838 Telegraph, Southfield, MI 48034. 332-2810

SECRETARY
Loan Administration
Outstanding opportunity for qualified individual. Word processing and/or Lotus 1-2-3 experience desirable. Excellent typing skills are essential. Interesting and challenging clerical & typing functions for the Loan Administration Department. Includes financial statements. Excellent salary & benefit package. Apply in person or send resume to:
COMERICA BANK
PERSONNEL DEPT.
1969 W. STADIUM BLVD
ANN ARBOR, MI 48103
Employment interviewing from 1-4pm, Monday
Equal Opportunity Employer
Minority/Female/Handicapped/Vet

SECRETARY
Must type 50 wpm accurately and be experienced on PC. This job requires a people person, a good balance who can work with relatively little direction. If interested apply week of Oct. 2nd at:
HANDLEMAN COMPANY
500 KIRTS BLVD.
(First stop North of I-75 Mile)
Thr. of Livernois
AAE EOE M/F/H/V

504 Help Wanted Office-Clerical

SECRETARY
Full time position available. Must have excellent typing & shorthand skills, minimum typing speed, 60wpm. Must be detail oriented, have excellent organizational skills, must have excellent math ability & calculator skills. Send resume, including salary requirements to: P.O. Box 5091, Southfield, MI 48088

SECRETARY
Isuzu Technical Center of America is expanding into the the Michigan area. We have an immediate opportunity available for an experienced Secretary/Receptionist.

Qualified applicants must have accurate typing (45 wpm), excellent written and communication skills along with the ability to work with others in a challenging environment. The selected candidate will assist with relocation to our new center in Novi. This is an excellent opportunity to make your mark in a start up situation with a large auto maker.

We offer a competitive salary and an excellent benefit package that features a car purchase plan. For consideration, please send your resume to:
Isuzu Technical
Center Of America
16333 Shoemaker Ave.
Cerritos, CA 90701
An Equal Opportunity Employer

SECRETARY
Mature person with good organizational skills and up-beat attitude to work as secretary to owner. Some contact with the public at customer service counter. Accounting background helpful as well as strong typing or data entry skills. Top pay and benefits for career minded person. Davis Auto Care, 807 Doheny Dr., Northville. 349-5119

SECRETARY NEEDED for construction company, on-site, trailer. Belleville & Westland locations. Typing, filing and phones. Please call Cheryl for interview. 348-8710

SECRETARY/OFFICE MANAGER
for CPA firm. Word/Perfect experience necessary. Farmington Hills 855-0502

SECRETARY
One person office. Minimal typing, no bookkeeping. Self starter for sales office in Troy. Salary commensurate with qualifications. Ask for Lenard 585-6690

SECRETARY - part time
Wednesday afternoon, for professional office, in Warren. Call Mrs. Nancy King 350-3700

SECRETARY/PART TIME
4-4 days per week. Must have IBM PC, WordPerfect and D-Base skills, be quick and well organized. Call Mrs. Gleason 737-7000

SECRETARY
Real Estate Appraisal Company located in Farmington Hills. Flexible time. Some knowledge and experience in office procedures. Computer knowledge and Smith-Corona skills preferred. Real estate experience a plus. Salary commensurate with skills and experience. $5-2975 or 937-3367

SECRETARY/RECEPTIONIST
5 line phone system. Good typing skills. Word processing experience helpful. Call Roxanne Jacobson at 645-2460

SECRETARY/RECEPTIONIST
for small professional business with light office duties. Great for college student. Part time 6-7 hours per day. Call 464-0609

SECRETARY/RECEPTIONIST
for Royal Oak moving co. Must possess excellent verbal skills, type accurately 50wpm, & be familiar with word processing. Call Sue Interiano 541-3310

SECRETARY/REGISTRAR, is needed part time, with summers off, for director of Continuing Education (Cranbrook, P.M.). Interested candidates should submit their resume to Jane Waldeck, Personnel Director, Cranbrook Educational Community, 380 Lone Pine Rd., Box 801, Bloomfield Hills MI 48303
An Equal Opportunity Employer

504 Help Wanted Office-Clerical

Growing organization seeks a full time individual who is flexible, personable & would enjoy working in assigned departments within our expanding division. Must have 6 months of word processing training or experience, good communication skills and excellent phone etiquette. We offer an excellent benefit package & opportunity for career growth. Call or submit resume to Gulbrandsen, 20800 Southfield Rd., Southfield, MI., 48076. 423-1000

SECRETARY
Machine manufacturer in Troy has an opening for a full time experienced secretary. Must have excellent spelling & typing skills. Must be familiar with word processing. No shorthand required. Non smoker preferred. Duties also include filing & general office. Send resume to Box #780, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150
An Equal Opportunity Employer

SECRETARY/RECEPTIONIST - Novi office requires experienced person for general office work. Interesting & varied tasks, must be people-oriented. Call Mrs. Shorey, 851-9770

SECRETARY
Typing
Data Entry
NOVI 471-4500

SECRETARY/TYPIST
Prominent firm seeks Secretary/typist who types 65 + wpm. Knowledge of dictating machine or shorthand a definite plus. Must have good communication skills. Comprehensive benefits package. Send resume to:
Arthur Thomas & Associates
4000 Town Center, Suite 578
Southfield, MI 48075
Or Call 355-4140

SECRETARY
Wanted for Southfield Pt. Trial Attorney. Opportunity to grow with firm. Must have good phone manner and be detail oriented. Excellent salary required, benefits. 355-0600

SECRETARY
We are seeking an experienced individual with excellent secretarial skills to work in our delinquency administration area. Qualified candidates must be capable of operating an IBM Word processor/personal computer or something comparable. Lotus is required. This individual will handle diversified secretarial, clerical & administrative duties, some of a confidential nature in support of several major departments. We offer a complete benefit package, competitive salary and excellent opportunity for career growth. Qualified candidates should send a confidential resume stating salary requirements or apply Mon-Fri, 9am-4pm.
Human Resources
FIRST FEDERAL
MORTGAGE CORPORATION
27555 Farmington Rd.
Farmington Hills, MI 48018
Equal Opportunity Employer M/F/H

SECRETARY
with administrative & computer skills to fill challenging position with growing certified public accountant firm. Applicant must be a highly motivated, people oriented, self starter. Salary and fringe benefits commensurate with experience. Mail resume to:
Rubenfer & Associates PC
3000 Town Center, Suite 1101,
Southfield MI 48075

SECRETARY/WORD PROCESSOR
for busy office. Good office skills. WordPerfect 5.0. Telephone answering. Good communication skills. No benefits. Full & part time positions available. 851-8130

SECRETARY/WORDPROCESSOR
For expanding Southfield Accountant Firm. Experience in word perfect 5.0 & dual Call Elaine, 357-2400

SECRETARY
$17,000 FEE PAID
Large busy firm needs qualified Secretary who knows word processing. Will back executives. Excellent benefits. Call Bernie 557-7700

SUBURBAN
SECRETARY
SALARY TO $19,000
Professional office working with the CEO. Duties include travel arrangements, good written & verbal skills plus word processing. Full benefit package including 401(K) plan. Call today.
ALL FEES COMPANY PAID
PERMANENT STAFF
Livonia 591-2221
Southfield 353-6505
An Equal Opportunity Employer

Switchboard
Operators
If you have previous switchboard experience, call Kelly Services. We have several openings available now.
- you will work on ROLM, Horizon, Dimension and other systems.
- convenient Farmington locations
- choose long or short term assignments
- typing is helpful but not necessary
- professional manner is required

These positions offer pleasant work environments with top companies. Call Kelly today!
Farmington Hills 471-2050

KELLY
TEMPORARY
SERVICES
The "Kelly Girl" People
"The First And The Best"
Not An Agency Never A Fee
Equal Opportunity Employer M/F/H

504 Help Wanted Office-Clerical

SECRETARY - $19,000
Good communication skills. Word processing experience. Lots of variety, friendly environment. Fee paid. Call Barbara, 773-6760.
SNELLING & SNELLING

SECRETARY
55 wpm, typing, 10-key, Smart, hard preferred, but not required. Outgoing personality. Great for the right person. Call Pam Wolfe at 353-1500.
An Equal Opportunity Employer

SWITCHBOARD
Livonia Leasing Company seeking experienced switchboard operator. Applicants should type 50 WPM & be knowledgeable of basic office procedures. Respond immediately with salary requirements to:
Personnel Dept., P. O. Box 9342
Livonia, Mich. 48151

SWITCHBOARD OPERATOR/RECEPTIONIST - Part-time, 30 hrs. a week. Data Star Phone System, 15 line, 64 extensions. General office responsibilities. Accurate typing, copying, filing. Experience required. High School Diploma. 2-3 yrs. Switchboard experience. Resume to: P.O. Box 7072, Troy, Mi. 48007

Switchboard

Ready To
Work?
Call Kelly.
Immediate
Openings
Kelly Services has immediate openings for Switchboard Operators. All types: ROLM, Dimension, Executone. Day shift positions are also available. You will also need good phone skills and be comfortable in this executive office position. Both long and short term assignments are available. Reliable transportation is a MUST.
Please call today for more information.
Troy
362-1180
KELLY
TEMPORARY
SERVICES
The "Kelly Girl" People
"The First And The Best"
Not An Agency Never A Fee
Equal Opportunity Employer M/F/H

TELEPHONE/RECEPTIONIST for busy wholesale fish co. Must have good typing skills. Call Larry Lazar 398-9300 days. 358-2500

TELEPHONE RECEPTIONIST
Full-time - needed for busy private school. Good telephone skills are required. Call Nicole, 559-2040

TRAFFIC ASSISTANT
Full time entry level position available. Southfield location. Must have previous experience in traffic/transportation industry. Good math aptitude and excellent skills necessary. Send resume along with salary requirements to: Attn Personnel, P.O. Box 5091, Southfield, MI 48088.

TRAVEL
AGENCY
Tour operator in Southfield has immediate openings for reservation sales agents. Must have up-beat voice & be articulate. Travel & computer experience helpful. Full & part time. We will train.
Call Ms. Green 827-4050

TROY BASED firm seeks Receptionist/Accounting clerk. Position available for light typing, phones, and filing duties. Experience should include word processing, data entry and Lotus LNI. Send resume to: Box 3440, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

TURN YOUR
TIME INTO
EXTRA $$$
We have immediate openings for:
DATA ENTRY - 12:00 + KPH
RECEPTIONISTS - With Multi-Line experience
WORD PROCESSORS
WordPerfect
WordStar
Multimate
Spelling Speller
Lotus
Call the office nearest you today!
Dearborn - 441-3181
Detroit - 962-9650
Southfield - 354-0558
Troy - 841-9930
EOE NO FEE

TYPIST - PART or FULL-TIME needed for W. Livonia office. Must type 50 WPM & have basic computer knowledge. General Office Clerk - part-time, to perform misc. office duties. For interview, call Janice, 462-7666

TYPIST PART-TIME
Dynamic health care services located in Redford has an immediate opening for an experienced Typist. Applicants must type 60 wpm, have organizational skills and enjoy working in a fast paced office environment. $6.50 per hour. Interested applicants, call Jan from 8-5pm at 937-8550.
An Equal Opportunity Employer

TYPIST
Southfield based firm has an immediate full time opening for a typist to work the 10:15am-6:30pm shift with occasional Saturdays. Qualifications are typing 50-55wpm with a minimum of 1 year general office experience. Excellent benefit package & pleasant work environment. Reply to:
TYPIST
P.O. BOX 2227
SOUTHFIELD, MI. 48037

TYPIST - Town Center.
Customer Service rep. Word processing, front office appearance, party time person. $10,500/range. Top benefits. Fee paid.
B. HAMIL PERSONNEL
424-8470

504 Help Wanted Office-Clerical

TYPIST - In production facility entering customer orders. Work will be done on a computer terminal. This position requires the ability to type 55wpm. We currently have positions open on day shift but would be interested in talking to anyone, particularly who would prefer an afternoon shift. We offer competitive benefits package & a starting wage of $8.72 per hour, if interested, apply in person at: John H. Harland Co., 15150 Cleat St., Plymouth, Mi. 459-4780

TYPIST - Part-time, with flexible hours for little company in Birmingham. 55wpm accuracy. Call Mrs. Wagner 649-4505

TYPIST
$15,000. Expanding financial facility. Career opportunity. Excellent benefits. Team environment. 3-5 years background. Lynn, 258-2160.
DAVISON, HURLD & ASSOC.
Executive Search

WANG OPERATORS
Several Southfield, Troy and on-going needs for experienced Wang Operators to work on-site at major automotive firms. Day, swing, or graveyard dates possessing excellent over-all clerical skills. Strong attendance a plus. Long term assignments available. Please call:
The Employment
Connection
485-3900 425-3220

WORDPROCESSERS/SECRETARIES
National firm seeks Word Processors headquartered in W. Bloomfield, seeks experienced word processor/secretary. Duties include preparation of letters and proposals, maintenance of mailing lists, phone, exceptional backup, filing, and other misc. projects. IBM Microsoft Word experience is a plus. Qualified candidate will receive competitive salary and full company paid benefits. Please submit resume and salary requirements to:
Consulting Firm
P.O. Box 2055
W. Bloomfield, MI 48304

WORD PROCESSING - secretaries for marketing division of Fortune 500 company, and travel agent to prepare & confidential information. Display Write 4, Word Perfect or Decmate experience. (3-6 mos) $1575/mo. Call Angela at Unitorce 646-8300

WORD PROCESSING: General Secretarial. Immediate opening within administrative office of well established Southfield based national firm. Qualified candidates should possess excellent organizational skills, the ability to meet deadlines, working knowledge of word processing, preferably WordPerfect and typing 50 wpm. The full time position offers a challenging experience for a highly motivated individual with a competitive wage scale and full benefit package. Please call in confidence with resume and salary requirements to: Office Manager, P. O. Box 207 LV, Lathrup Village, MI., 48076.

WORD PROCESSING
TRAINEE
$15,080 FEE PAID
Successful, top quality, employee oriented firm is looking for a person to learn their business. Company offers a great benefit package. Call Karen Wolf at 851-3660
SNELLING & SNELLING
FARMINGTON HILLS

WORD PROCESSORS - (17) for many openings with major advertising agency. Must Perfect 4.2 & 5.0, Office Writer & Display Write 4 (6 mos experience) $8.50-$9/hr. Call Leslie at Unitorce 357-0424 or Tina 473-2930

WORD PROCESSORS (11) with Word Perfect, Micro Soft Word, McIntosh, many openings with large companies in Detroit, Livonia, Walled Lake & Plymouth. Growth assist. $8.50-$9 /hr.
Call Marilyn at Unitorce 473-2930 or Ethel 357-0034

WORD PROCESSOR
Engineering firm seeks full time word processor. Two years experience with WordPerfect 5.0 and Lotus. Familiarity with WordPerfect 5.0 a plus. Background in technical or legal environments is desired.
Send resumes to:
Multiple Dynamics Corp.
29200 Southfield Rd
Suite 103
Southfield, MI 48076
Attn: D. Dermody

WORD PROCESSORS - $10/HR
All Systems, All Areas
ExtraStaff
Birmingham - 645-0900

WORD PROCESSOR
needed for afternoon shift for busy Southfield law firm. Wang VS system. Min. 3 yrs experience in corporate & real estate law a plus. Immediate opening 262-1500

WORD PROCESSOR
Excellent opportunity for versatile operator with mix of word processing and PC experience. Send resume to include work history and salary requirements to:
Personnel Director, PO Box 3440,
Farmington Hills, MI 48333-3440

Word Processors
Secretaries
Needed
489-8990

Word Processors
needed to fill flexible positions with major auto company. Lotus, Multi-Mate & Word Perfect.
PARTNERS
IN PLACEMENT
474-8500

WORD PROCESSORS
Experienced Secretaries needed for dynamic position in the Southfield, Troy, Detroit & Dearborn areas. 60 wpm plus communication skills & any of the following software:
MicroSoft Word
Excel
Display Write 4
Digital
Wang
CONTEMPRA
583-9500 583-5900
Subsidiary of Dorsey Schools

WORD PROCESSOR
High school diploma, minimum 1 yr. experience, with word processing experience with Microsoft and microsoft a plus. Ability to proofread, good grammatical skills. Day or evening shift available. Excellent benefits package, salary commensurate with education & experience. Send resume to Edith Lubow, Clayton Employmental Consultants, Inc. 22345 Rosehill Dr.
Novi, MI 48050
An Equal Opportunity Employer

504 Help Wanted Food-Beverage

HUDSON'S
TWELVE OAKS
FOOD SERVICES
We have the following opportunities for full & part time positions.
—DISHWASHERS
—HOSTESSES & HOSTS
—LA COOKIE & CANDY
YOGURT DEPT.
Experience not necessary. Motivated applicants will be trained in food preparation, cooking & presentation.
PREMIUM WAGES
To applicants based on experience in food services. Employee benefit program to include insurance, merchandise discounts, uniforms & meals. Interested applicants should apply at the Personnel office, third level.
Equal Opportunity Employer

504 Help Wanted Food-Beverage

CHAMPION GRILL
is bringing a touch of
D. DENNISON'S
to Laurel Park Place
CHAMPION GRILL
A major new full service restaurant is now interviewing to fill 175 job openings for the following positions for day & evening shifts.
PREP COOKS/LINE COOKS ..... $5.00-$7.75/hr.
DISHERS/BUSPERSONS/PORTERS ..... $5.00-$6.00/hr.
HOST/HOSTESS
BARTENDERS/BUS PEOPLE ..... $5.00-$6.50/hr.
WAITSTAFF
EARNING POTENTIAL ..... $20,000 PLUS
EXCELLENT OPPORTUNITY FOR ADVANCEMENT
APPLY IN PERSON
Monday-Friday 10:00 a.m.-7:00 p.m.
Saturday 10:00 a.m.-4:00 p.m.
CHAMPION GRILL
Laurel Park Place
6 Mile & I-275 (next to Jacobson's)
NO PHONE CALLS PLEASE
Equal Opportunity Employer
D. DENNISON'S Seafood Tavern

Max & Erma's®
RESTAURANT • BAR & GATHERING PLACE
is
Opening Soon in
LIVONIA!
Max & Erma's, the exciting casual theme restaurant opening soon in Livonia features eclectic decor and great food at moderate prices. If you've been looking for exciting full or part time work in a fun environment, come see us. Experience helpful but not necessary.
• Hostpersons
• Waitpersons
• Bartenders
• Bussers.
• Fry Cooks
• Broiler/Sauté
• Pantry
• Dishwashers
• Grill Cooks
Apply in person at The Quality Inn - Room 238
(SE Corner of I-275 and 6 Mile Road)
Monday, Oct. 2 Through Saturday, Oct. 7
9 a.m. - 7 p.m.

504 Help Wanted Office-Clerical

WORD PROCESSING
PRINT CENTER
$18,000 No fee
Prestigious Troy area law firm seeks others job benefits, beautiful offices and career growth! Need law office experience with transcription, supply inventories, editing & proofreading.
EMPLOYMENT CENTER II 540-4130

505 Help Wanted Food-Beverage

ACCEPT THE CHALLENGE
with a growing team! Increasing sales are creating a need for people at all positions. Take advantage of our excellent corporate benefits - health & life insurance, paid vacation, free meals.
Apply in person between 2-5pm
The Ground Round
3310 N. Woodward at Coolidge
ROYAL OAK
17050 Laurel Park-Sq.
LIVONIA

ALL SHIFTS - $4-$5/hr. Accepting applications between 1-5pm at:
Burger King of Chester Hills,
1108 Rochester Road.

ARBY'S
Earn up to $6/hr
Arby's Roast Beef Restaurant has immediate openings on all shifts. We offer:
- Frequent wage review
- Paid holidays
- Vacation pay
- Discounted meals
- Free uniforms
- Retirement program
- Stock options
- Extremely flexible scheduling
Apply in person at:
ARBY'S ROAST BEEF
12 OAKS MALL - NOVI

ASSISTANT CHEF
Full time, Ryan's Tavern, 3100 W. Maple (W. of Haggerty) 624-1000

ASSISTANT CHEF
$6.50 per hour, full time night dishwasher, $6.10 per hour, Full or part time Kitchen, $3.50 per hour plus tips. Insure at:
128 E. Main St. Northville

BAKER/PASTRY CHEF
For private dining club in Plymouth
433-1582

BAKERS ASSISTANT
Dependable with good work references. Call Muffins & More Birmingham 649-4125

BANQUET HELP - part time, flexible and typing 50 wpm. The full time position offers a challenging experience for a highly motivated individual with a competitive wage scale and full benefit package. Please call in confidence with resume and salary requirements to: Office Manager, P. O. Box 207 LV, Lathrup Village, MI., 48076.

BARTENDER NEEDED for busy Livonia restaurant. Must have experience. Good starting wage. Benefits available after probation period. Apply at Fellows Creek Golf Club, 2938 Lotz, Canton. Or call 728-0105

BARTENDER for progressive, downtown Royal Oak. Dinner hr. Apply after 6PM, 1815 N. Main. 589-3344

BARTENDER NEEDED for busy Livonia restaurant. Must have experience. Good starting wage. Benefits available after probation period. Apply at Fellows Creek Golf Club, 2938 Lotz, Canton. Or call 728-0105

BENNIGAN'S is now accepting applications for line cook. Please apply in person between 2-4pm at 40411 Ann Arbor Rd. in Plymouth

BEVERAGE MANAGER
With liquor license. Supervise & cost control experience. Apply in person Sheraton Data, 27000 Sheraton Dr., Novi

BUDDY'S - FARMINGTON HILLS
Hourly rate plus tips. Excellent benefits. Call Bernie 626-2033. Flexible hours. Will train. Apply Buddy's, Northwestern at Middlebelt.

BURGER KING
Full Time - $4.25/hr.
Part-time - $4.25/hr.
All shifts available. Must be available some weekends. Apply at: 32704 Grand River, Farmington

BUS PERSON - DAYS
1477 Coolidge, Troy.
588-5000

6

BUSPERSONS - DISHWASHERS
Part time, evenings & weekends.
No experience necessary.
RAMS HORN, 27235 Ford Rd
Dearborn Hts. 563-1331

BUS PERSONS
Full/Part time evenings
Ryan's Tavern, 3100 W. Maple
W of Haggerty 624-1000

BUS PERSONS NEEDED
Part time evenings. Apply at:
Paradise, 415 N. Woodward,
Royal Oak, Mich.

BUSPERSONS. Day shift, responsibilities include busing tables. Experienced preferred. Apply Golden Mushroom, 18100 W. 10 Mile (corner of 10 Mile & Southfield) Mon. thru Sat. between 3 and 5pm

Busy Restaurant
Looking for responsible & reliable individuals - all shifts. Full & part time available. Meals & uniforms provided. Apply in person 8am-11am and 2pm-5pm
Bates Hamburgers
33406 5 Mile, Livonia
AND
Middlebelt & 9 Mile
Farmington Hills

CASA LUPITA
I Want The Best! Premium pay for Restaurant and Lounge waitstaff, day service attendants and kitchen staff for our Mike Packey General Manager. 285 W. Big Beaver Rd. Troy. 643-7220

CASHIER WANTED Nights from 4pm to 9pm. Apply in person, Honey Island Inn, Livonia Mall, 7 Mile & Middlebelt. 476-7870

CHEFS ASSISTANT & general kitchen duties. Food service/cooking experience helpful. Call for appt. 358-5301

CHI CHI'S
MEXICAN RESTAURANT
of LIVONIA
NOW HIRING
DAY & NIGHT POSITIONS
+ BARTENDERS
+ COCKTAIL SERVERS
+ SECURITY PERSONNEL
+ BARBACKS
+ WAITSTAFF
+ BUSPERSONS
+ HOSTS/HOSTESSES
+ LINE COOKS
+ DISHWASHERS
+ HOT/COLD FOOD PREPARATION
Full & part time positions, days & nights available for temporary summer jobs have been filled - ONLY permanent positions remain. Apply in person, 29330 Schoolcraft Road, Livonia (corner I-96 & Middlebelt) A fun place to work with flexible hours.

CHUCK MUER'S WAYNE is hiring night kitchen & day waitstaff. Please apply between 2 and 5 pm Mon. thru Fri. at 35111 Michigan Ave W.

COOK - EXPERIENCED
Apply in person after 3pm at:
Demitre of Southfield,
25060 Southfield Rd. 557-8910

COOK
Full or part time mornings, for small deli shop in Westland.
421-7850

CLAIMS
SUPERVISOR
Supervisor needed for HMO claims processing area. Must have Associate's degree in relevant discipline; 2 or more years supervisory experience with minimum 4 yrs. experience in medical billing, claims processing, etc. Experience in HMO operations a must. Responsibilities include maintaining productivity levels, maintaining continuity of claims to ensure timely payment, departmental policies and procedures, etc. Qualified applicants, submit resume to:
SelectCare
Supervisor-Claims Position
P.O. Box 1378
Troy, MI 48099-1378

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PRINT CENTER
$18,000 No fee
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ROYAL OAK
17050 Laurel Park-Sq.
LIVONIA

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- Frequent wage review
- Paid holidays
- Vacation pay
- Discounted meals
- Free uniforms
- Retirement program
- Stock options
- Extremely flexible scheduling
Apply in person at:
ARBY'S ROAST BEEF
12 OAKS MALL - NOVI

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$6.50 per hour, full time night dishwasher, $6.10 per hour, Full or part time Kitchen, $3.50 per hour plus tips. Insure at:
128 E. Main St. Northville

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Full Time - $4.25/hr.
Part-time - $4.25/hr.
All shifts available. Must be available some weekends. Apply at: 32704 Grand River, Farmington

BUS PERSON - DAYS
1477 Coolidge, Troy.
588-5000

6

BUSPERSONS - DISHWASHERS
Part time, evenings & weekends.
No experience necessary.
RAMS HORN, 27235 Ford Rd
Dearborn Hts. 563-1331

BUS PERSONS
Full/Part time evenings
Ryan's Tavern, 3100 W. Maple
W of Haggerty 624-1000

BUS PERSONS NEEDED
Part time evenings. Apply at:
Paradise, 415 N. Woodward,
Royal Oak, Mich.

BUSPERSONS. Day shift, responsibilities include busing tables. Experienced preferred. Apply Golden Mushroom, 18100 W. 10 Mile (corner of 10 Mile & Southfield) Mon. thru Sat. between 3 and 5pm

Busy Restaurant
Looking for responsible & reliable individuals - all shifts. Full & part time available. Meals & uniforms provided. Apply in person 8am-11am and 2pm-5pm
Bates Hamburgers
33406 5 Mile, Livonia
AND
Middlebelt & 9 Mile
Farmington Hills

CASA LUPITA
I Want The Best! Premium pay for Restaurant and Lounge waitstaff, day service attendants and kitchen staff for our Mike Packey General Manager. 285 W. Big Beaver Rd. Troy. 643-7220

CASHIER WANTED Nights from 4pm to 9pm. Apply in person, Honey Island Inn, Livonia Mall, 7 Mile & Middlebelt. 476-7870

CHEFS ASSISTANT & general kitchen duties. Food service/cooking experience helpful. Call for appt. 358-5301

CHI CHI'S
MEXICAN RESTAURANT
of LIVONIA
NOW HIRING
DAY & NIGHT POSITIONS
+ BARTENDERS
+ COCKTAIL SERVERS
+ SECURITY PERSONNEL
+ BARBACKS
+ WAITSTAFF
+ BUSPERSONS
+ HOSTS/HOSTESSES
+ LINE COOKS
+ DISHWASHERS
+ HOT/COLD FOOD PREPARATION
Full & part time positions, days & nights available for temporary summer jobs have been filled - ONLY permanent positions remain. Apply in person, 29330 Schoolcraft Road, Livonia (corner I-96 & Middlebelt) A fun place to work with flexible hours.

CHUCK MUER'S WAYNE is hiring night kitchen & day waitstaff. Please apply between 2 and 5 pm Mon. thru Fri. at 35111 Michigan Ave W.

COOK - EXPERIENCED
Apply in person after 3pm at:
Demitre of Southfield,
25060 Southfield Rd. 557-8910

COOK
Full or part time mornings, for small deli shop in Westland.
421-7850

CLAIMS
SUPERVISOR
Supervisor needed for HMO claims processing area. Must have Associate's degree in relevant discipline; 2 or more years supervisory experience with minimum 4 yrs. experience in medical billing, claims processing, etc. Experience in HMO operations a must. Responsibilities include maintaining productivity levels, maintaining continuity of claims to ensure timely payment, departmental policies and procedures, etc. Qualified applicants, submit resume to:
SelectCare
Supervisor-Claims Position
P.O. Box 1378
Troy, MI 48099-1378

505 Help Wanted Food-Beverage

CATERING BALES MANAGER
Dynamic individual with complete knowledge of a hotel catering department from sales to service. Minimum requirements 2 yrs. experience. Excellent advancement opportunity. Competitive benefits. Salary commensurate with experience. For immediate consideration, please send your resume in strictest confidence to: P.O. Box 192, Detroit, Mich. 48243.
Equal Opportunity Employer M/F

CHUCK MUER'S UPTOWN is accepting applications for full time day servers. Weekends included. Please apply between 2-4pm at 111 W. 14 Mile, Madison Hgts.
An Equal Opportunity Employer

COOK
Full time & part time. Experienced, reliable. Good pay. Mon-Sat.
Redford area. 531-4844

COOK
Full time. Apply in person The Box Bar & Grill, 777 W. Ann Arbor Trail Plymouth. See Chip

COOK
Mayflower Hotel in Plymouth
$6-$8 an hour
Call 453-1632

COOKS, Bartenders & Wait Staff-Experience necessary. Apply within Raisers Keyboard Lounge, 1870 S. Wayne Rd., Westland. 728-9330

COOKS - Experienced, full or part time. Good pay and benefits.
Contact Dana 417-0099
Farmington area

COOKS HELPER - Part time for days, Mon. thru Fri. No experience needed - will train.
Apply Fellows Saloon, 25231 Telegraph in the Tel-Ex Plaza. 353-3910

COOK/SHIFT LEADER - All hours are open in Farmington area. Experience required: $7/hr. + benefits. A good place to work. Call Marion Anderson for interview at 737-6830

COOK
SHORT ORDER & PREP
5 nights per week, 40 hours weekly. Apply in person Hera's Beef & Spirits, 36665 Plymouth, Livonia
425-1830

COOKS, HOST PERSONS, Experienced. Flexible hours. Benefits. Apply Mr. Bill's Food and Spirits, 4230 Rochester.

COOKS/WAIT/BUS/
HOSTPERSONS/DISHWASHERS
= GOOD WAGES =
= MANY OPPORTUNITIES =
= FOR ADVANCEMENT =
Apply at:
RAMS HORN, 1990 S. Rochester
at Hamlin Rd.

COOKS, WAIT PERSONS, DISHWASHERS. Days or nights. Must be 18 or older. Apply in Person. Mark Place, 237-10 Ford Rd., Dearborn Hts

COOKS, Wait Staff & Bus Staff Experienced only need apply. Benefits available. Apply in person: Snelson's Pub, 15231 Farmington Rd., Livonia. 261-5551

COOKS & WAIT STAFF: Having experienced only call Bus Help & Dishwashers - accepting applications. Rams Horn Restaurant, 24000 Plymouth Rd., Redford, MI.

COOK
Sweet Lorraine's Cafe was selected "Restaurant of the Year" by Detroit Monthly Magazine. To maintain this high standard, we are looking for a quality individual to join our kitchen staff. This is an excellent opportunity for the right person. This position has full benefits. Please call 559-5988 to arrange an interview.

COOKS - with experience. Top pay, benefits. 2 weeks paid vacation after year. Stimulating working environment for the right person. Call Peter for appointment. 540-2266

COOKS
$5-$7/Hour
STEAK & ALE is now starting for the last season of Steak, Seafood & Line Cooks. Full/part time. Days/evenings available. Benefits. $ paid vacation in 8 months. Apply at Steak & Ale, I-696 & Orchard Lake Rd. 476-8440

DAY PORTER & BUS PERSON
Night Host Person. Excellent wages. Apply in person between 2-4PM, Mon.-Fri. at: Red Timbers,
40350 Grand River, Novi

DAY POSITIONS
Immediate openings for Aid Servers & Bus Persons. Experience preferred, motivated individuals for Dishwasher, Porter, Cafeteria & Aid. Bus Persons start at $4.50 an hour + tips. Meals & health benefits available. Apply in person, Mon. Thurs., 2-4pm. MAX & ERMA'S Restaurant, 31205 Orchard Lake Rd., Farmington Hills 855-0990

DAY SHIFT: Waitperson wanted, full or part time. Matt Blind Deli & Restaurant, 273 N. Main, Plymouth.
453-7020

DIETARY AIDE - at home for aged in Farmington Hills. Will train. $4.85 per hr. + benefits. A good place to work. Call Marion Anderson for interview. 737-6830

DINING ROOM AIDE - weekends only. Plymouth area. Call Tim Kitch Tues. thru Sat. 453-6700

DINING ROOM & KITCHEN HELP
Applications are being accepted between 2-4pm, Mon-Fri. Food Service Department, Presbyterian Village 17383 Garfield, Redford

DISHWASHER/BIRMINGHAM
Dependable with good work references. Muffins & More. 649-4125

DISHWASHER
Night shift, Wed thru Sat. nights. Nice Livonia restaurant. 525-7640

DISHWASHERS
Apply 3 to 5pm. Mon. thru Sat. Golden Mushroom, (corner 10 Mile and Southfield) No calls please

DISHWASHERS
Evenings, full time $3 an hour. Clancy's Bar & Grill, 32750 8 Mile
Farmington Hills, 477-7177

DISHWASHERS
Private country club has immediate openings. Day and night shifts. Starting w