502 Help Wanted Dental-Medical

ADMINISTRATIVE ASSISTANT for reception area; Excellent opportunity for experienced dental receptionist in quality-oriented specialty practice. For applicants with enthusiasm, initiative & organizational skills. Competitive salary, can range from $20,000 - $25,000 depending on skills. Call: 337-2212

APPLEWOOD NURSING CENTER is seeking a PATIENT CARE COORDINATOR

We need a DYNAMIC coordinator to manage our physical care monitoring system. This RN must possess an over abundance of knowledge in OBRA requirements for developing care plans, have excellent assessment and documentation skills, and command the ability to lead, motivate and teach by professionals. Our facility is one of a kind in the downtown area and our compensation and benefits match.

Please contact the Administrative Assistant for an interview appointment at 1-313-876-7576

ASSISTANT/RECEPTIONIST For Chiropractic Office. Dental Department Experienced preferred. Will Train. Mon. Wed. Fri. 10-6pm. 531-7801

COMPANIONS WANTED Live-in Henry Ford Home Health Care Work from home, flexible hours, one to one assignments, interest in health teaching. Excellent personal & professional rewards. Contact an RN beside the benefits of home health care. Please contact Sandra E. Lynch, RN/MSN, Southfield office. 356-6767

DENTAL ASSISTANT: High quality specialty dental practice. Experienced preferred, bright & caring assistant. Starting salary can be $22,000 plus a year. Call: 257-3109

DENTAL ASSISTANT

If you have experience, are motivated, and looking for a positive change, call us. We offer:
- Full Benefits
- Paid Holidays
- Paid Vacation
- Uniform Allowance
- Modern Business Methods
- Profit Sharing

Southfield 559-8818

DENTAL ASSISTANT Farmington Hills. Growing practice with two doctors seeks additional part time chairside help to join pleasant, well trained staff. Ideal individual who knows four handed dentistry, enjoys working with others and is receptive to cross training in our computerized office. No Saturdays. Call days

DENTAL ASSISTANT

Are you tired of the same old job routine? Do you like a challenge in general/dental office? We are seeking a part time Chairside/front desk team member. Chairside experience required. CDA preferred. Our office is dedicated to excellence through employee growth and professional development. Please call 348-9837

DENTAL ASSISTANT Full time in Northville. Some experience necessary. Call Linda 349-8085

DENTAL ASSISTANT Experienced Dentistry. Well Heath Weekend area. Call 722-5638

DENTAL ASSISTANT Needed full time for a quality dental office in Lathrup Village. Experience preferred. 557-8120

DENTAL ASSISTANT For progressive dental practice. Flexible hours, no weekends. No experience necessary. Call between 12-3. 981-5820

DENTAL ASSISTANT Full or part time. Experienced preferred. Interested person must be total practice. Salary negotiable. Southfield Suite 559-4508

DENTAL ASSISTANT Great job, great pay for pleasant experienced person. Tel-Twelve area. 647-7474

DENTAL ASSISTANT Full or part time, Days, good hours. Great boss. 12 Mile, Farmington Hills area. Call 553-8558

DENTAL ASSISTANT/LAB ASSISTANT part time. A person to maintain recall system, to schedule appointments. Requires good telephone skills and outgoing personality for modern Livonia Dental office. Ask for Judy 473-0050

DENTAL HYGIENIST - Full time, preventative practice, Serving St. Johns Area. Farming Heights/14 Mile & Dequindre. 689-2211

DENTAL HYGIENIST - Full or part time for progressive family practice. Excellent salary with benefits. Livonia area. Ask for Val 425-0640

DENTAL HYGIENIST Wanted, part time, some Saturdays. Beautiful office, package available. Farmington Hills area. Call for interview 553-0645

DENTAL HYGIENIST - Looking for experienced hygienist looking for a career opportunity in a high quality, leading edge laser practice. We also have superior technical, verbal & relational skills. Starting salary can be over $40,000 a yr. Call 357-3306

DENTAL HYGIENIST

Part-time, 3 days, Mon. - Wed. W. Dearborn 2 doctor private practice. Fringe Benefits Call 563-3400

DENTAL HYGIENIST Energetic person who enjoys individuals to work in family Practice Hrs negotiable. Excellent Salary & Benefits Call 348-3300

DENTAL HYGIENIST Mon., Tues. & Thurs. Farmington Southfield area. 352-5135

DENTAL HYGIENIST 2 days, ½ day Saturday. Friendly Royal Oak office. Call 547-8730

DENTAL HYGIENIST Part-time Radford-Dearborn Heights Private Practice. Not a Clone. Call 531-7800

DENTAL HYGIENIST - Full time. Established Livonia practice. Modern practice in Beverly Hills. Ideal working conditions. Benefits 642-7120

DENTAL HYGIENIST- for full time position in personal oriented practice. Flexible hrs., competitive salary & benefits package. 683-0708

DENTAL HYGIENIST Part time. Friendly Clarkson office. Excellent compensation. Please call 435-8680

DENTAL HYGIENIST for Royal Oak office every Wednesday and alternating Saturdays 548-1711

DENTAL HYGIENIST For progressive family practice office. Hours flexible. Desire to make a difference required. Garden City/Westland area. 427-2686

DENTAL ASSISTANT/RECEPTIONIST Part time, well organized enthusiastic person to assist Hygienist and control recall in a low pressure atmosphere. Ask for Debora 459-1950

DENTAL HYGIENIST Part time, for progressive busy Bloomfield practice. Looking for that special person. Some Sat. & evenings, benefits 697-4400

DENTAL HYGIENIST PART TIME Excellent salary. Beautiful office. Garden City/Westland area. Ask for Barbara 422-4350

DENTAL HYGIENIST Excellent pay, part time/full time in progressive family practice office. 683-8111, leave message

DENTAL HYGIENIST

Great opportunity for full or part time in friendly Farmington office. Wed., Sam-5pm. Tue., Thur., noon-7pm. Alternate Sat. 478-3285

DENTAL HYGIENIST We are a high quality group practice with the latest equipment & patient techniques including Irrigation. Part time or full time with benefits. Call Karen at 968-9696

DENTAL OFFICE MANAGER - previous dental management & dental computer experience required. Busy Livonia office. Experience with capitation very helpful. Send resume to Box 818, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

DENTAL RECEPTIONIST Part time enthusiastic and energetic individual for Northville family practice. Please call 348-7991

DENTAL RECEPTIONIST - W. Dearborn dental practice looking for an experienced person to work very busy front desk. Dental Insurance experience a plus. Full/part time. Great staff & patients 565-2610

502 Help Wanted Dental-Medical

DENTAL ASSISTANT Experienced. Our general dentistry office is in the process of some unique and exciting changes. We are seeking an exceptional individual who enjoys a high level of involvement & appreciates having her skills & talents recognized & rewarded. If you are willing to grow and evolve with our team, we think you'll find our office a satisfying & fulfilling experience. Please send resume to: Box 600 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

DENTAL ASSISTANT Unique, career oriented individual who has definite goals in mind needed for a progressive dental practice. Must meet qualifications including at least 2-3 yrs experience & be willing to expand your ideas in dentistry. Benefit package including uniform allowance available to full time candidate. Ask for Jan 722-8133

DENTAL RECEPTIONIST

Part time, weekends. Experienced for busy Farmington Hills practice. 626-9613

DENTAL RECEPTIONIST- for full time position in busy group practice. Light typing, bookkeeping & working knowledge of dental insurance is required. Good communications skills & ability to work well with others. Call 261-6252

DENTAL RECEPTIONIST Full time position available at a Farmington Hills dental practice. Must have 2 yrs experience in dental, orthodontic personnels, in insurance & computerized system Call 356-5830

DENTAL BILLER Experienced Medical Biller needed for busy high-volume medical practice. Send resume & references to: Box 480 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

DENTAL BILLERS - several needed to work either hospital or physicians' staff. Must have 1-2 yrs experience. Supervision & great plus. Immediate openings for qualified. $8 to $11 per hour depending on experience. Call Beth, Tempro Medical 443-5590

MEDICAL OFFICE RECEPTIONIST Farmington Hills area. Light office experience necessary including medical terminology, computer & accounting. Pleasant environment & benefits. Send resume to Box #618, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

MEDICAL OPENINGS

Office Manager	to $23,000
Medical Biller	to $18,000
Billing Supervisor	to $25,000
3rd Party Specialist	to $27,000
Hematologist Technologist	to $21,000
Receptionist/Biller (Warren)	$18,500

Variety of settings, suburban locations & great benefits. All fees employer paid. For immediate consideration, call or send resume to

Millie Monforte 932-1170

HARGRETT ASSOCIATES
29873 Middlebelt
Farmington Hills, MI 48334

MEDICAL RECEPTIONIST with assisting experience helpful. Part time. Afternoons. Farmington 476-3650

MEDICAL RECEPTIONIST needed for Livonia Podiatry office. Matures person with good secretarial & typing skills. Full time, Mon-Fri, some evenings. Call Mon-Wed. 591-3514

MEDICAL RECEPTIONIST We need 2 part time, highly motivated individuals for a job share in a growing practice. Experience with billing is an asset. Excellent dental applicants. Recent graduates welcome. Call Lynda 478-7093

MEDICAL RECEPTIONIST with billing & insurance experience for internal office in Livonia. Excellent long term opportunity. Send detailed resume with salary requirements to 4155 Automne Ridge Dr. W. Bloomfield, MI 48323 or call 682-2108

MEDICAL RECEPTIONIST Busy ENT office in Farmington Hills needs a full time experienced person with computer (MBS) battery knowledge & good phone skills. Excellent benefits. 477-7485

MEDICAL RECORDS COORDINATOR Full time position, Mon. - Fri., available with a multi-discipline internal medicine practice. Function include chart preparation for office visits and development of quality assurance program. Medical record experience preferred. ART required. Please send resume to: IMCG 28080 Grand River, #306 Farmington Hills, MI 48336

MEDICAL RECORDS CLERK Full time. Minimum two years experience in Medical Records held.

Treatment facility for developmentally disabled children seeks independent worker with excellent phone skills. Ability to prioritize and handle multi-tasks simultaneously. Must pay attention to detail. Excellent interpersonal skills a must.

Send resume to Valerie Gibson, A.R.T., Detroit Institute for Children, 6447 Woodward, Detroit, MI 48202 or call 833-1100 ext. 243

An Equal Opportunity Employer

MEDICAL SECRETARY Part time for Troy internist. Must be experienced in insurance billing 649-2525

MEDICAL TECHNICIAN or Medical Lab Technician with experience for Medical Lab in Farmington Hills. Mon-Fri. Hours 9am-2pm Call 478-5402

MEDICAL TRANSCRIPTIONIST Farmington area. Medical transcriptionist, full time, available, with a private multi-specialty practice. Hours Flexible. Please send resume to IMCG 28080 Grand River #306, Farmington Hills, MI 48336

Certified Nursing Assistants $7.00/HR.

West Bloomfield Nursing Center, near Maple & Drake, has immediate openings on all shifts for full or part time Certified Nursing Assistants. $7.00/hr. plus extra for experience. Please contact Mrs. Proskorovy 661-1600

PRESBYTERIAN Village is currently accepting applications for full time nursing position on PM shift. For further information contact Pat Zeier, RN 531-6674

NURSE AIDES NEW WAGES

Growing home care agency is seeking qualified experienced personnel for private duty cases. Must have Oakland County Choice of Days & hours. Call between 10am - 4pm Monday thru Friday

NURSING UNLIMITED
540-2360

NURSE AIDES

We're looking for someone special! Are you a special person who would be a role model & other people look up to or others? Maybe a homemaker looking to reenter the work force or a college student seeking hands-on experience in the health care field? Maybe a retiree looking to share with others rewarding memories that will meet your needs for challenge as well as personal growth. We offer an excellent training program & an exceptional benefit package plus flexible scheduling

PLEASE APPLY AT
PLYMOUTH CT
105 HAGGERTY RD.
PLYMOUTH, MI. 48170
455-0510

NURSING ASSISTANTS Experienced. Part time, weekends days & afternoons. Apply in person Friendmakers, 28800 Franklin Rd. Southfield (behind the Holiday Inn of Southfield)

NURSING ASSISTANT Four Chaplains Convalescence Center is accepting applications for certified nursing assistant. Competitive wages & benefits. Please apply in person, 9am-4pm at 26349 Joy Road, Westland 261-9500

OB-GYN OFFICE Experienced mature person for all facets of insurance billing & other office procedures. Nice atmosphere. Flexible hours 424-8084

502 Help Wanted Dental-Medical

LPN's - $14.50/HOUR

West Bloomfield Nursing and Convalescent Center, near Maple & Drake, has immediate openings for LPN's on all shifts. $14.50/hour to $16.50. For details, call Mrs. Manoucher or Mrs. Babcock. 661-1600

MEDICAL ASSISTANT Full time. Experience in all clinical procedures required for busy family practice. Send resume and salary expectations to: Nursing Coordinator, 1265 N Milford Rd., Milford, MI. 48381

MEDICAL ASSISTANT - Full or part time. Experience necessary. X-ray, nurse/nurse, injections. Plymouth. Call 459-2255

MEDICAL ASSISTANT Part time. Medical experience a must! Will train for EKG & X-Ray. 525-8160

MEDICAL BILLER For Physician's office in Livonia. Send resume to: Reddy, PO Box 2196, Detroit, MI. 48231

MEDICAL BILLER - PART TIME Must know computer. Experienced medical billing, Medicare, Blue Cross, etc. Garden City office. 261-6252

MEDICAL BILLER, Franklin/Southfield area. Must reconcile co-pay, coordinate insurance payments, must have 2 yrs experience in dental, orthodontic personnels, in insurance & dental insurance & computer knowledge. Excellent benefits & top pay for the qualified individual. 722-5133

DENTAL TECHNICIAN

Professional Dental Studio in Garden City has an immediate need for a porcelain packer/builder.

Experience preferred. Pay commensurate with experience. Excellent benefits package included. If interested please call Jim 525-4330

DENTAL Wanted motivated team player, willing to join our office staff, for a front desk position. Needs to be meticulous, people oriented & willing to perform duties as assigned. Typing skills necessary. Benefits include continuing education, 4 free dental care & Delta dental plan. Call 350-2171

DRIVER, PART TIME for dental lab, our vehicle, permanent part time 8-1, must have good driving record. Thur. & Fri. 525-0755

WELL KEPT YOU BUSY
HOME HEALTH CARE
Allen Health Care has immediate openings for home health aides with at least 1 year experience caring for a mentally ill, brain injured patient. Good references and reliable transportation a must. Call 538-8090

HOUSE HELPER/HOME CARE The experts in home health care are expanding into your neighborhood. Work for the only University of Michigan affiliated home care agency - VISITING MI CARE. Our new Northville office is now open. Applications are now being accepted for RN's, LPN's & Home Health Aides. We accept only the best, most qualified candidates. Call for an appointment. 313-344-0334

HYGIENIST - For relaxed Detroit Born Heights, office. Medical-profit sharing available. Full/part time, no Saturdays. Call 562-0373

HYGIENIST - Full/part time. Seeking an experienced, personable and motivated Hygienist. Livonia/Farmington area. 474-8938

LAB TECHNICIAN - PART TIME Needed for optometric office. No experience necessary. Call between 12-3. 981-5820

LIVONIA Experienced medical tech for busy cardiology office. Experienced in venipuncture, EKG, treadmill Echo and Holter a advance preferable but not necessary. Call 626-1114

LPN OR MEDICAL ASSISTANT Full or part time needed for Doctors Office in Troy. Call for interview 528-9010

LPN PART TIME Afternoon Shift

New Starting Rate
NIGHTENGALE WEST
8365 Newburgh Rd
Westland, near Joy Rd
An Equal Opportunity Employer

MEDICAL ASSISTANT Full or part time. Livonia/Novi area. Must enjoy working with people. Excellent salary & benefits Call 478-4639

MEDICAL ASSISTANT & RECEPTIONIST Part time. Farmington Hills area. Call for interview. 427-4770

MEDICAL ASSISTANT for busy ENT office 3 Days Southfield office. 2 days Livonia office. Experienced only. 569-5965

MEDICAL ASSISTANT for family practice, in Southfield office. Full time position, good pay & benefits. Experience a must. Call Debbie 455-2910

MEDICAL ASSISTANT/ RECEPTIONIST Dual position available for Livonia internal office. Full time, benefits. Karen. 478-3200

MEDICAL ASSISTANT Full time for 3 doctor family practice. Fast growing office looking for compassionate, flexible, hardworking person to join our team. Benefits. Please send resume to Box 642 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

Medical Assistant

Part time position schedule based on needs of Center. We include morning hours and Saturdays. Minimum 1 yr. Medical Assistant Experience. Additional clerical experience and medical assistant certification highly desirable

Interested candidates possessing above qualifications may apply at our Employment Office Monday thru Thursday 8am-12noon

PROVIDENCE
Hospital and Medical Centers
16001 W. Nine Mile
Southfield, MI. 48075
An Equal Opportunity Employer

Medical Assistants

Henry Ford Medical Center, located in Troy, is seeking part-time Medical Assistants. Requires the completion of a Medical Assistant program. Previous experience in pediatrics or emergency medicine highly desirable.

If interested, please send resume to

HENRY FORD HEALTH SYSTEM
Employment Division Dept MM
Detroit, MI 48202

An Equal Opportunity/ Affirmative Action Employer M/F/H

MEDICAL ASSISTANTS part time, weekends & holidays office, ask for Debbie 477-7034

MEDICAL ASSISTANT Experienced full time Royal Oak area. Call Karen 398-8083

MEDICAL ASSISTANT Experienced. Full time, doctor's office. 573-8380

MEDICAL ASSISTANT Part time experience helpful but will train. Livonia 532-7676

MEDICAL ASSISTANT Experienced. Part time, weekends & holidays. Apply in person Friendmakers, 28800 Franklin Rd. Southfield (behind the Holiday Inn of Southfield)

MEDICAL ASSISTANT Needed immediately for busy Southfield Medical Office. Vacation bus. EKG, X-rays. Full time position. Call after 4pm 355-3812

MEDICAL ASSISTANTS - urgently needed. Experienced to work at major clinics and private practices. We need help with full time & part time positions. $1225 to $1400 per month to start depending on experience. Call now for information call Mai Inda, at Tempro Medical 443-5590

502 Help Wanted Dental-Medical

NURSE AIDES

Enjoy a satisfying career with United Home Care Services, a home care agency in suburban western Wayne county.
- Flexible hours
- Competitive pay
- Transportation allowance
- Benefits package available
- Supportive management

If you have experience please call

981-8829

NURSE ASSISTANT - Presbyterian Village now accepting applications for the 11 p.m. - 7 a.m. shift. Full or part time positions available. For information contact Marilyn 531-7700

NURSING ASSISTANTS Experienced certified nursing assistants needed to help care for our residents. Good wages, working conditions & benefit package. We are also considering training inexperienced persons who desire to become Nursing Assistants. Apply in person.

Middlebelt Nursing Center
14900 Middlebelt Rd
Livonia, MI., 48150

Occupational Therapist

Part-time positions available for Occupational OT in our Acute Care Unit. Positions are Monday - Friday, half-days, either a morning or afternoon shift. We prefer recent experience in an acute care facility; however, other clinical settings and experience are encouraged to apply.

We offer excellent benefits including on-site child care. Interested applicants please contact Jeanette Lewis at 471-8658 or send your resume to Human Resources Department

Botsford General Hospital
28050 Grand River
Farmington Hills, MI 48336

An Equal Opportunity Employer

OPHTHALMIC TECHNICIAN/ TECHNOLOGIST Large Western Wayne ophthalmology practice specializing in cataract & laser surgery is immediate opening for qualified person. Will perform complete patient workup including refractometry, slit lamp, applanation tonometry, retinoscopy, Goldmann Visual fields. Previous ophthalmic experience & certification preferred. Send resumes to Box 844, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

OPTICAL DISPENSER needed part time for ophthalmic practice, must be flexible & dependable. Canton area 459-0660

OPTICAL DISPENSER Needed in Union Lake area. Full or part-time. Experienced. Call Jackson. No Sundays. Call. 360-0121

ORAL SURGERY ASSISTANT Oral Surgery practice office person needed to work full-time as a assistant & help with front desk responsibilities. Experience helpful but not required. Interested call 8-5. (313) 459-0326

ORAL SURGERY ASSISTANT Full time. Must live in Westland & Southfield practice Experience preferred, but not necessary. We will train. Call Mon-Fri, 9-5pm. 559-6190

ORTHODONTIC ASSISTANT needed during 3 months training in dental office. Experience necessary. 25-30 hrs per week. Please call 981-5900

PART TIME EXPERIENCED Receptionist for busy Internist Office in Rochester. Computer experience helpful. Note number 24, 32 or 40 hours per week. No weekends. Some evenings 651-4210

PART TIME PATIENT CO-ORDINATOR For children's pediatric office in Troy Mon., Tues., 9 30am-6pm., Fri. 8 30am-5pm. Duties include typing, moving, filing, light typing, appointment confirmation, chart pulling, non immediate opening 362-4262

PATIENT ACCOUNTS Full time position (Mon.-Fri.) available with a multi specialty internal medicine practice. Previous experience in 3rd party collections, billing, accounts receivable, status inquiry & follow up is required. Benefits preferred. Send resume to IMCG 28080 Grand River, Suite 306 Farmington Hills, MI 48336

PHLEBOTOMISTS - Lab Processor Full time day position (Mon. - Fri.) available with a multi specialty private practice. Previous experience in phlebotomy and computer skills preferred. M.A. is welcome to apply. Please send resume to: IMCG 28080 Grand River, Suite 306, Farmington Hills, MI 48336

PHYSICIAN'S ASSISTANT Two years experience as a Physical Therapy Aide, Nursing Assistant, Certified Medical Assistant. Call Windermere for an application. 442-8000

PODIATIST needs part time Assistant for Westland Office. For interview and information call Margie at 728-4300

PROGRESSIVE medical center has opening for qualified Entry level Perfect 5.1 Medical terminology helpful. Call 981-0300 Call Erin at UNIFORCE 646-8501

RADIOLOGIC TECHNOLOGIST Farmington Hills Diagnostic Imaging Medical Arts Plan has an immediate full time position available. Radiologic Technologist at our Livonia Medical Center. Must have current ARRT registry. We offer an excellent starting salary and fully paid benefit package. Interested applicants please send resume to

Human Resources Department
Metro Medical Group
32000 Schoolcraft Road
Livonia, MI. 48150

An Equal Opportunity Employer

RADIOLOGY TECHNOLOGIST Part time position available. Registered or eligible registered applicants may call Ron or Jean at 313-342-1766

DMC HEALTH CARE CENTERS WOODLAND (W. 12 Mile Rd., near Novi Rd.)

Affiliated with the Detroit Medical Center, an Equal Opportunity Employer

EXPANDING QUALITY DENTAL practice seeks a dedicated full time receptionist. Excellent pay, benefits & work hours. Call 355-5800

RECEPTIONIST - Medical Assistant for Farmington Hills pediatric office. Part time 20 hours. M/S, Saturday, once preferred 855-4145

RECEPTIONIST - (part time) Also chemotherapy nurse, experience is a must & references required. Southfield area 652-0220

RECEPTIONIST/BILLER Experienced for busy Ophthalmologist's office Northwest Detroit 341-3450

RECEPTIONIST DAYS Livonia & Westland Experience preferred Call 427-9223

RN for pediatric in home care patients. Some weekends required. Pay, if only six shifting & well qualified. Call Kathy Kaminski for a recent reference to PO Box 2262, Birmingham, MI 48012

RN
FULL-TIME / PART TIME
DAY SHIFT
New state of the art facilities
See Mrs. Martin
Director of Nursing
281-3300
NIGHTENGALE WEST
8365 Newburgh Rd
Westland, near Joy Rd
An Equal Opportunity Employer

RN Full time position available in Oncology. Oncology experience preferred. Interested applicants may call 538-4700

DMC HEALTH CARE CENTERS WOODLAND (W. 8 Mile Rd., near Lahser)

Affiliated with the Detroit Medical Center, an Equal Opportunity Employer

502 Help Wanted Dental-Medical

RECEPTIONIST Scheduling & clerical detail requires organization and pleasant personality. Experience helpful. 358-5830

RESTORATIVE AIDE Part time positions available

NURSE AIDE Full-time positions available 3-11 p.m. Must be certified.

PART TIME MAINTENANCE 18 hours per week maintenance position available.

RN/LPN Full time 3-11pm shift, RN/LPN positions available.

Please Apply

BEDFORD VILLA
16240 West 12 Mile
Southfield MI 48076
An Equal Opportunity Employer

PART TIME NURSE for busy pediatric office in Troy. Call Beth Kaminski at KWEE, P.C. 511 Pierce, Birmingham, MI. 48006

RN - CLINICAL MANAGER An expanding Internal Medicine Practice with specialties in GI, oncology, cardiology and pulmonary medicine is seeking a highly motivated individual for management of its clinical practice. Previous experience in ambulatory preferred. BSN required. Please send resume to: Box 2

28080 Grand River, Ste. 306, Farmington Hills, MI 48336

RN - FULL/PART TIME Day position (Mon.-Fri.) available with a progressive multi-specialty internal Medicine private practice. Previous experience in adult internal Medicine nursing with cardio/pulmonary specialty preferred. Please send resume to: IMCG

28080 Grand River, Ste. #306 Farmington Hills, MI 48336

RN, LPN, GRN, WANTED for busy Farmington Hills pediatric office Mal., 8 30-1 pm. Tues. - Thurs. 8 30-6 pm. vacations, etc. 855-4145

RN OR LPN
FULL TIME
AFTERNOON SHIFT
Apply in person:
Maryrest Manor, 15475 Middlebelt
Livonia, MI., 48154
427-9175

RN OR LPN Part time. Allergist office, 3 weeks per month. Farmington Hills location. Training provided 851-6657

RN - PART TIME Apply in person:
Maryrest Manor, 15475 Middlebelt
Livonia, MI., 48154
427-9175

RN - PART TIME FOR OB/GYN offices located in the Detroit Medical Center in the Southfield area 832-0766

RN 3 for 12 HOUR SHIFT If you enjoy having extra time off, this is for you. Work 3 day, 12 hour shifts, and have 11 hour pay. Excellent wages and benefits. Call Director of Nursing. 338-0345

RNs/LPNs

Do you remember why you wanted to become a nurse?
At Donnn Nursing Center, our professional nursing staff is close to provide the special kind of physical and emotional care that only professional nursing such a noble profession. Our home offers patient/provider relationships, in an innovative atmosphere which promotes professional & personal growth.
We offer excellent wages, flexible hours & unmatched benefits package including pension & educational assistance.
So if you feel lost in the hectic space of a large hospital, we invite you to take an opportunity to come back to the profession you love, join us at Donnn Nursing Center. We will remind you what nursing is all about!

Contact Penny Moran DON at
DORNON NURSING CENTER
29270 Mondack,
Livonia, MI 48152
476-0555

RNs & LPNs For afternoon & midnight supervision Salary & benefit package Call Director of Nursing 338-0345

RN'S/LPN'S FULL OR PART TIME
- Competitive wages
- Excellent benefits

Please call Debra Hagerty at
BORTZ HEALTH CARE
OF YPSILANTI
483-2220

RNS & LPNS
- Immediate assignments
- Medical/Surgical Nursing homes
- Great Pay & bonuses
- Flexible scheduling

TEMPORARY HEALTH CARE SERVICES
354-6230

STAFF RN

Hospice of Washtenaw
Ann Arbor, MI.

Amicare Hospice Services is seeking a RN to care for our patients. Opportunity to make a real difference in the lives of their patients and families.

You will be responsible for case management of patient care with the concept of interdisciplinary team approach. Current licensure and one year experience of hematology-oncology experience is required with hospice experience preferred

Amicare can match your skills with a compatible assignment. Please demonstration, call (313) 827-0614 or send resume to

Nancy Lehman
Dept OE
Amicare Hospice Services, Inc.
2010 Hogback Rd. Suite 1
Ann Arbor, MI 48103

An Equal Opportunity Employer

RN's - $20.00/HOUR

West Bloomfield Nursing and Convalescent Center, near Maple & Drake, has immediate openings for RN's on all shifts. $20.00/hour to $20.00 for details, call Mrs. Manoucher or Mrs. Babcock 661-1600

SOUTHFIELD TPA looking for experienced Medical Biller &/or Claims Administrator, part time & possible full time available. Call 948-9900

TEAM LEADER Family Home Health Care 85% with 1 year Community Health Nurs experience in home health care. Knowledge regarding 3rd party reimbursement, good leadership, organization, communication & problem solving skills. Please contact Beverly E. Lynch RN/MSN Southfield office 356-6767

UNIQUE opportunity for medical assistant. Pediatrical office. Call To 58 50 7w Call Clementine at UNIFORCE 357-0641

X RAY TECHNOLOGIST Part time, registered, days setting days. Southfield area 352-7600

504 Help Wanted Office-Clerical

ACCOUNTING Must have work experience in A/R, A/P, Payroll, General Ledger, & computer. General contracting/construction background helpful. Full time, Salary commensurate with experience. Send resume to
Attention: Accounting, P.O. Box 3051, Center Line MI 48015

ACCOUNTS RECEIVABLE Clerk for novi area firm. Credit and collections experience preferred, but not necessary. $5.75 per hr. Contact Brad Crotts Co 313-348-7600

An Equal Opportunity Employer

ADMINISTRATIVE/SECRETARY w/computer knowledge. Part time, Farmington area, time. $6 an hr. Northville. Novi area 313) 380-6998

504 Help Wanted Office-Clerical

ACCOUNTS RECEIVABLE CLERK Responsible person, willing to learn, organized, and pleasant personality, must type 50 wpm or better. Apply at 21329 Plymouth Rd., 1 blk. W. of Telegraph.

CLERICAL/DATA ENTRY Computer services company in Livonia seeking intelligent self-motivated individuals to fill several entry level clerical (customer service, document processing) and data entry positions. Qualifications for clerical include good writing and computer skills, good math skills and good phone voice. Desirable candidate is a college student or junior. Great working conditions, pay and benefits sweet question candidates. For more information please call 261-8220

CLERICAL - for fast paced solid recovery business in Oak Park. Must have excellent secretarial skills. Office hours 9-5 Mon.-Fri. Cases at time. $8.00 per hour. Reply: P.O. Box 2196, Detroit, MI., 48231

CLERICAL HELP - Needed part time in Bloomfield Hills doctor's office. Some office experience necessary. 332-2400

CLERICAL - PART TIME 20 hours per week. Farmington area. Cy seeks conscientious person for accurate record keeping, filing, word processing. Must have some viewing Experience in human services preferred. Salary commensurate experience by April 15 to Box 34, Wayne, MI 48184

CLERICAL/SALES Part time & weekends for fashion work and general office. Exp. preferred. $4.75/hr 652-7777

CLERICAL SUPPORT Detroit Financial Consultants seeks an efficient clerical support individual for a fast paced working environment. Must be able to work accurately under pressure, able to work with others, organized, & have hands-on WordStar &/or WordPerfect experience. The position is for a motivated hard working who is willing to learn new challenges. Position provides for a competitive salary & benefits package. Qualified candidates forward resume in confidence to: Clerical Support, P.O. Box 778, Detroit, MI 48231

CLERK/RECEPTIONIST needed for Troy insurance agency. Pleasant place, good hours & great benefits. Skills required, some transcribing & typing. Send resume to: Personnel, PART TIME Clerical also needed. Send resume to P. O. Box 100, Bloomfield Hills, MI 48303

CLERK/TYPIST Rapidly expanding transport based film seeks entry level clerk typist. Responsibilities include typing, telephone, numerical & general office duties. Must have good phone skills, & general clerical knowledge. Excellent compensation opportunities. This position is full time with complete benefit package. Please send resume to

Courier Express
P.O. Box 779
Detroit, MI 48231

CREDIT REPORTING company seeking full time, part time, general office help. Previous credit experience or mortgage experience necessary. Send resumes to 31700 W. Maple, Suite 112, Farmington Hills, MI., 48334.

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727-7200

NOVI BASED company is seeking a Data Input Clerk. Must be a self-motivated, detail-oriented & possess good communication skills. Lotus 1-2-3 experience & plus Word Perfect 5.1 helpful. Hours are Saturdays 8am-Noon. Send resume with salary requirements to: Knight Enterprises/Delta Fuels, 40600 Grand River, Novi, MI 48375. Attention Shelley Hoffman

DATA ENTRY CLERK - American President Automotive Distribution, a Major US provider of transportation services for the automotive industry has an immediate opening for a Data Entry Clerk. 2nd shift only in our Taylor/Wayne/Southgate Metro office. Experience on CRT required. $22,000/yr. Qualified candidate knowledge of transportation industry a plus. Excellent pay and benefits. Qualified candidates should send resume to American President Automotive Distribution, 17197 Laurel Park Drive, Ste. 200, Livonia, MI 48152. Please no phone calls or walk-ins. An Equal Opportunity Employer

DATA ENTRY CLERKS

Immediate positions! Must have minimum 8000 keystrokes. Alpha and numeric skills required. Please call for details!

ENTECH
SERVICES, INC.
737-1744

DATA ENTRY CLERK, Part-Time, Approximately 20-25 hrs. (flexible) per wk. $6 per hr. Southfield. Call 351-2100 ext. 3008

DATA ENTRY Computer Operator. For busy distribution company. Experienced accurate attention to details, no smoking. Send resume to Bob Evans, 21150 W. 8 Mile, Southfield, MI 48034

DATA ENTRY KEY-PUNCH OPERATORS Leading market research firm needs 70 skilled data entry keypunch operators for senior citizens consumer data and verbatim responses

APRIL 22, 1991 to MAY 9, 1991
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Apply in person week days between 8 30am & 5pm at

MOR-PACE
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An Equal Opportunity Employer

DATA ENTRY OPERATOR Full time Southfield location. Must have experience with 40 keys & 10 key calculator skills. Call Debra 7 12 noon 352-1538

DATA PREPARER: Utility requires word processors. NBI and Decmate preferred. $8 40/hr Call Elizabeth at UNIFORCE 646-8188

ENERGETIC person with phone, typing & computer skills for fast paced construction office Resume to: Information 534-7003

EXECUTIVE legal secretary, very experienced, non smoking, for a law partner in medium growing Farmington Hills law firm. Attention Attorneys & supervisory tasks. Civil litigation, business & corporate law. People skills, motivated, college degree, hard working & positive attitude, proficient WordPerfect, excellent salary & benefits 626-5000

FAST PACED advertising agency needs executive secretary. Must Standard Graphics proficiency a plus. Up to $10 50/hour. Call Elizabeth at UNIFORCE 646-7861

FRONT DESK receptionist for prestigious Southfield office. Up to $8 50 $7 7w Call Barbara at UNIFORCE 357-0638

GENERAL CLERICAL - full time position available. Art Van Furniture. Please apply in person at, 22555 Greenfield, Southfield

504 Help Wanted Office-Clerical

EXECUTIVE ASSISTANT SECURITIES Seeking highly motivated take charge individual to work w/senior VP, of large Wall St firm in Bloomfingdale. Prefer mature non-smoker. Experience in investment securities a must. Also computer, telephone and writing skills necessary. Excellent opportunity for career type. Salary open. 433-8537

FILE CLERK Permanent part time. Flexible hours. Farmington area. Call Laura 476-1978

FILE CLERK/RUNNER Full time position for busy law firm in Birmingham. Must have own transportation. Call Judy 540-8282

GENERAL OFFICE/CLERICAL Good typist. Part-time, flexible hrs. Small office, near 12 Mile & N. Western. Mr. Katz. 356-1800

GENERAL OFFICE, part time/full time. Permanent. Flexible hours. Good phone skills needed. Livonia - Redford area. Call Darlene or Hart 633-8300

GENERAL OFFICE - Primary duties include data entry, light typing, telephone as well as general clerical support when needed. Applicant must be reliable, type word processing, have a pleasant telephone voice. Full time position. Southfield area. 352-0560

GENERAL OFFICE PERSON Full time permanent position. Good with skills required. Computer knowledge helpful. Must be dependable & organized. Non-smoking office. Firm in need of experienced support secretary. Must have excellent skills and work well in a team environment. Word Perfect 5.1 a plus. We offer competitive salary, a friendly environment and excellent benefits. Send resume and salary history to:

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