504 Help Wanted Office-Clerical

EXPERIENCED LEGAL Secretary for Senior Partner. Specialized Southfield Defense firm. Must know word/perfect. Excellent surroundings and benefits. 358-4141

LEGAL SECRETARY
Experienced. Part/full time. Salary negotiable. Farmington Hills.
Call 9am-3pm 851-8787

LEGAL SECRETARY for firm in Farmington Hills. Must have 2 years experience, WordPerfect a must, litigation experience helpful, good salary & benefits. Call Judy. 540-8282

LEGAL SECRETARY
Troy law firm has 3 positions available for experienced Secretary in corporate and litigation fields. WordPerfect, 5.1. Please send resume to: Office Manager, 901 W. Big Beaver Rd., Suite 800, Troy, Mi., 48084.

LEGAL SECRETARY
for senior partner. Personal injury experience required. Good salary, fringes. Southfield non smoking office. 354-2501

LEGAL SECRETARY

Masco Corporation, a leading, diversified Fortune 250 manufacturer, has an immediate position available for an experienced Litigation Legal Secretary.

The successful candidate will possess a minimum of 5 years litigation experience, along with excellent organizational, secretarial & communications skills. PC knowledge is required.

This full time position is accompanied by a competitive salary and an excellent benefits package. Please send resume in confidence to:

MASCO CORPORATION
Human Resources Dept. RDL
21001 Van Born Rd.
Taylor, MI 48180

An Equal Opportunity Employer

LEGAL SECRETARY - Oakland County firm 1-2 years experience WordPerfect 5.0 Non-smoking office Call Linda 355-5555

LEGAL SECRETARY for Farmington Hills personal injury law firm. 2-3 years experience. Good skills in computer experience a must. 932-2800

LEGAL SECRETARY
with minimum 2 years experience needed for Southfield defense firm. Excellent skills required.
Call 352-2555

LEGAL SECRETARY
for small practice in Birmingham. Minimum 1 year personal injury experience required. Good skills in WordperfectS 5.0. Call Pat 642-2992

LEGAL SECRETARY - experience for Farmington Hills law firm. Must work independently, non smoking office. Must have experience in word processing. Salary commensurate with experience. 489-1444

LEGAL SECRETARY. Troy law firm seeks 2 Secretaries. Word processing and at least 1-2 years legal experience required. Real estate planning or litigation experience required. Nonsmoker. Send resume to: Office Manager, PO Box 99484, Troy, MI 48099.

LEGAL SECRETARY
CORPORATE BETTING
Our client seeks a Legal Secretary with outstanding skills and 3+ years experience for litigation attorney. This is a fast-paced professional environment. MUM, dependent coverage, pension. 40 hr. week. Call Arthur Thomas Executive Search, 355-4140

LEGAL SECRETARY
$24,000
FEE PAID BY COMPANY
Beautiful Southfield offices and great attorneys. Litigation experience a must. Any malpractice a plus.
Call 644-4800
SHELLING PERSONNEL SERVICES

LEGAL SECRETARIES
Temporary/P.A. & permanent openings
CROSSMATCH PERSONNEL
25100 Evergreen, Ste 212
Southfield Mi., 48075
Call Sandy or Agnes 352-7555

LEGAL SECRETARY
TO $25,000
Friendly, professional firm has immediate opening. Litigation or corporate experience plus good secretarial skills required. Call Ann Arbor-urban location. 35 hour week. Excellent benefits package.
Call 772-6780
SHELLING PERSONNEL SERVICES

LOVE THE PHONE?
Experienced receptionist needed to handle 10 incoming lines for suburban Ann Arbor.
TEMPORARY RESOURCES
737-1711
Livonia - Farmington Hills
Southfield
Troy 552-0319
588-9210
An Equal Opportunity Employer

MANPOWER
Has several positions available for data entry clerks, telemarketers, switchboard operators, light industrial. Excellent fringe benefits. Long & short term assignments. Call for an appt.
LIVONIA - 462-0024
MANPOWER
TEMPORARY SERVICES

MEDICAL SECRETARY - experienced with general accounting knowledge for Southfield nursing home. Call 353-1155

NEED VERSATILE full time general office person for small Livonia manufacturer. Computer experience helpful. Send resume to: Box 2158 Livonia, MI 48150

SMALL SOUTHFIELD law office seeks Office Manager with legal experience. Must have strong background. Prior administrative experience desired. Send resume and salary requirements to: Box 912, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

OFFICE SALES PERSON - Part time. Experience in typing and customer service with pleasant phone manner. Flexible work environment. Top wages. Eves. 4-8pm, Sat. 10-5pm. Call Josie after noon for interview 525-3550

OUR FAST Paced Farmington Hills real estate office needs a responsible, team-oriented individual for part-time evenings & weekends. Come join our team.
Ask for Joan 855-2000

PARALEGAL - experienced in first & third party automobile cases. Send resume & salary requirements to: Law offices of Mitz & Pulton, 30300 Northwestern Highway, Suite 250, Farmington Hills, MI 48334

PAYROLL CLERK knowledgeable in ADP. Computerized payroll, tax and health insurance. Send resume with pay history to Box 101, W. Bloomfield, MI 48327

504 Help Wanted Office-Clerical

OFFICE ASSISTANT - full time Southfield location. Must have previous office experience. Knowledge of Fax machine helpful. Call before 12 noon 352-1538

OFFICE ASSISTANT/Commercial Real Estate Company. Mature, organized person with WordPerfect experience and familiarity with computers. Good phone skills. Farmington Hills area. Part time/full time. Call 855-9676

OFFICE CLERK
Mature nonsmoker. Full time for 1 person office in Farmington.
625-0020

OFFICE HELP- Part & full time. Auto dealership & computer experience preferred. For appointment. 538-2100

OUTSTANDING Novi service needs receptionist/switchboard operator. Multiple lines, $6.50/hr.
Call Rose at UNIFORCE 473-2933

PAYROLL CLERK
Troy - Farmington
Payroll & Invoicing. Mon. thru Wed. 9am-5pm. Thurs. & Fri. - flexible. Computer Friendly. Ask for Sylvia or Carol
689-9660

PERSON FRIDAY - Approximately 15-20 hrs. per week. Flexible hours. Great for college student. Organizational skills, typing, computer skills, filing, some reception work.
Call 642-2682

PERSON FRIDAY
Local office of international company offers variety and challenge to person with strong computer skills & ability to work independently. Stable work history and good communication skills required. Salary to $6.50 an hour plus benefits. Call or send resume to Rita Rosden, Nancy Barr & Assoc. 29436 Telegraph, Southfield, MI 48034.
313-352-2810

PRESTIGIOUS Detroit law firm seeks legal secretary with over 2 years experience. Special training. Over $20,000/yr. Call Sally at UNIFORCE 846-7661

SOUTHFIELD INSURANCE AGENCY has full time opening for Receptionist. Must have a pleasant voice and handle up to 10 incoming calls. Permanent position with training required Call 8-12 AM only. 353-7723

RECEPTIONIST
for W. Bloomfield hair salon. Experienced - preferably
661-1680

RECEPTIONIST - Full time W. Bloomfield agency. Would consider temporary summer help.
626-0211

RECEPTIONIST experienced for fast paced doctors office in Livonia. Must be responsable & able to work independently. 471-7710

RECEPTIONIST
Entry level position. Light typing. Filing and phone skills required. Will train.
681-3333

RECEPTIONIST/CLERK
Dental Northwestern area. Knowledge of Merlin Phone System a plus. Call PM 10-2pm only. Fairway Construction
354-9210

RECEPTIONIST
Beverage wholesaler needs full time Receptionist. Send resume and salary requirements to: 35601 Veronica, Livonia, MI. 48150

Receptionist/Customer Service
Answer phones, typing, filing, general office work. Full time, benefits. Send to Box 102 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

RECEPTIONIST/DATA ENTRY Person for Livonia electronic distributor. Full time, PC experience in micro soft word, or First Choice required. Previous data entry helpful. Ask for Ronald Maloney 525-2700

RECEPTIONISTS
Several openings. Multi-lines, good image. 30-50 wpm. Some jobs typing not required.

ARBOR TEMPS. 459-1166

RECEPTIONIST/SECRETARY
Livonia computer company, professional environment, full time, strong telephone skills, computer skills a plus, light typing, with benefits. Resume to: Logic Inc., 11900 Farmington, Livonia, MI. 48150 522-6900

RECEPTIONIST
TROY/LIVONIA
Busy phones, light typing & filing.
Troy 689-9660
Livonia 474-7786

MGM Services

RECEPTIONIST
Temporary to permanent position available in Farmington Hills for individual that is seeking entry level position. Full time days per week Monday thru Friday. Call Elizabeth for appointment 591-1100

RECEPTIONIST For Law Offices 13 Mile & Telegraph area. 8-4:30m to 1pm. Pleasant Office Surroundings. Call 540-8331

REGISTERED SALES ASSISTANT
Part time or full time. Dinkerage experience preferred. Will be working in institutional trading and as operations associate. Call 649-3100

SALES ASSISTANT for Birmingham brokerage firm. Experience necessary. Please phone Katie Mark 645-7063

SALES SECRETARY
$18,500 FEE PAID
Division of a national Fortune 500 company offers excellent benefit package including dental, profit sharing, optical and tuition. If you are an energetic team player, like a fast pace, fun busy office and have a great sense of humor, call Shirley Today. Typing of 50 wpm and word processing required. 851-3660
SHELLING PERSONNEL SERVICES
FARMINGTON HILLS

REAL ESTATE
CLOSING SECRETARY
Must be experienced in the preparation of closing pack sets
Call Doug Hardy at 538-2000

ENGINEERING COMPANY seeking a secretary with typing skills & good telephone personality. Computer word processor experience an asset. Wall Street. Call Nita 362-0444

SECRETARY
Abbit-Price Corporation, a manufacturer of Building Products has an immediate opening in their Troy Corporate Offices. Requires at least 5 years secretarial experience. Skills include computer, working knowledge of WordPerfect 5.1 and Lotus 1-2-3. The individual should have the ability to work well under time constraints, possess above average communication and writing skills as well as proven administrative and interpersonal skills.

We offer a competitive salary and an excellent benefit package. For consideration, please send a cover letter, resume and salary history to

PERSONNEL DEPARTMENT
ABBIT-PRICE CORPORATION
3250 W. BIG BEAVER ROAD
TROY, MI 48084

Equal Opportunity Employer M/F

504 Help Wanted Office-Clerical

Secretarial

Legal Services Coordinator

Johnson Controls, Inc., Automotive Systems Group, in Plymouth has an opening for a Legal Services Coordinator in our Legal Department.

Responsibilities include routine resolution of administrative assignments and simple legal issues, data compilation and report preparation, maintaining billing and filing systems and the processing of all correspondence.

This position requires a high school diploma with a minimum of 3-6 years experience as a Legal Secretary or Legal Administrative Assistant in a corporate law dept. or Law firm as well as extensive computer skills and experience with Lotus 1-2-3.

If you are interested and possess the above qualifications, please send your resume with salary requirements to:

Johnson Controls, Inc.
Automotive Systems Group
Attn: LS-068, P.O. Box #8010
Plymouth, MI. 48170
Equal Opportunity Employer
Minority/Female/Handicapped/Vet

SECRETARIAL/OFFICE MANAGER
For small business. Computer experience. Send resume to Mr. Lacey, P. O. Box 2132, Southfield, MI., 48037.

SECRETARIES. If you have fast paced office experience, word processing knowledge and can type 50 + WPM, we have the office assignment for you.
AATEST TEMPORARIES 261-6222

SECRETARY - able to compose letters on WordPerfect, organize files, in Waterford office. Requires reliable transportation. Legal experience preferred. Call 333-1300

SECRETARY

A challenging opportunity exists for a Secretary to play a visible role within our very small sales office in Southfield.

You will be responsible for general secretarial duties including filing, typing and working with figures. You must be able to work with WordPerfect 5.1 and possess good organizational and phone skills.

As part of a large organization, Harnischfeger will offer a competitive salary and generous benefits. For immediate consideration, send resume to:

HARNISCHFEGER
24681 Northwestern Hwy.
Suite 105
Southfield, MI 48075
An Equal Opportunity Employer

SECRETARY/ASSISTANT for fast paced Southfield Accounting firm. Customer service background desired. Must have experience in computer. Call Jennifer 10 AM-thru Fri 10 PM 424-9733

SECRETARY - CLERICAL
Part time position for mature, Own transportation. Must live in W. Bloomfield or Farmington Hills 567-start Michael/beeper 431-2137

SECRETARY/CLERICAL
Experience in Microsoft Word or Excel preferred. Well organized self starter. Must have excellent typing skills. Call Mary Ann Tony 18/9 Stutz Dr. Troy 48084 Call Lori Roscoe 649-0740

SECRETARY - fluent in WordPerfect 5.1, Lotus 1-2-3/Always plus greater office duties. Farmington Hills area. For interview 471-6787

SECRETARY. For well established Southfield general contractor. Must have construction experience. Bookkeeping. Word Processor & Computer knowledge required. Call 353-0690
An Equal Opportunity Employer

SECRETARY - Full or part time for Birmingham law firm. No experience required, but helpful. Typing required. Call 645-3557

SECRETARY/GENERAL OFFICE work. Full or part time position available. Must have experience. 476-9530

SECRETARY - Immediate opening available in our government and public affairs department. Ideal candidate will be detail oriented and have the ability to meet deadlines. Must be able to follow through on projects and assignments. Proofreading skills a plus. Minimum 3 yrs. clerical experience required with Word Perfect 5.0 or 5.1. Some computer experience helpful. Salary commensurate with ability. Submit resume and salary requirements to Kimberley Elks, Personnel Coordinator, PO Box 5210, Detroit, MI 48235

needed for short and long term assignments Call 464-7076
ETO Temporary Service

SECRETARY
Needed for fast growing Farmington Hills service organization. Position involves use of judgment and initiative. The individual we select must enjoy a fast paced high energy environment. Word Perfect and excellent hand or speedwriting a must. Send resume and salary requirements to Schumann Resources, P.O. Box 9072, Farmington Hills, MI 48333-9072, by Fri. June 7, 1991
Equal Opportunity Employer
Minority/Female/Handicapped/Vet

SECRETARY - PART TIME
Top pay for dependable mature person with good secretarial skills. Fast paced, Southfield Town Center Call Mr. Matson. 352-0620

SECRETARY - PART TIME
For developer. Typing 60 wpm, WordPerfect, 5.0/5.1, preferred. Lotus and data base helpful. Apply in person. Kossan Properties, 1400 N. Woodward, Suite 150, Bloomfield Hills, MI. 48304

SECRETARY/PART TIME
For Human Service Agency in Plymouth. Typing skills 60 wpm with accuracy, administrative/organizational skills needed, good telephone manner also essential. $6.25 per hour, approx. 20 hours per week. Submit resume to Attention Tom PO Box 430425, Pontiac, MI 48343

SECRETARY - part time position available at Hardee's Food Systems office in Livonia. Cambridge Center Livonia. Position involves individual with good typing skills (present phone manner & good telephone skills, send resume in confidence to Hardee's Food Systems, 38777 W. 6 Mile, #207 Livonia, MI 48152
Attn. Ali Hirsh

SECRETARY
Permanent part time W. Bloomfield, immediate opening, will train. Smoker, alcohol free. 626-2652

SECRETARY/RECEPTIONIST
Suburban real estate office seeks part time person. Accurate typing & must Call Century 21 today
690-7853

SECRETARY
(Physical) desired for Senior Executive of a Farmington Hills based service organization. The ideal candidate will be selected will possess short hand or speedwriting skills, have the ability to demonstrate good judgment, be mature, be able to deal with several vendors, and enjoy many diversified job responsibilities. Please send current resume with salary requirements to: PS/Personnel Resources, P.O. Box 9072, Farmington Hills, MI 48333-9072, by Mon. June 10, 1991
Equal Opportunity Employer
Minority/Female/Handicapped/Vet

SECRETARY/RECEPTIONIST
25 hrs. per week. Light typing, filing, good phone & people skills. $5 per hr. Rochester 650-9010

SECRETARY/Receptionist, experienced, for manufacturing firm in Northville. Permanent. Full time. Bookkeeping experience helpful. Peachtree software a big plus. Benefits. Please send resume to P.O. Box 550, Northville, MI 48167

SECRETARY/RECEPTIONIST
Birmingham based land development company seeking an independent working person with strong telephone manner. Word Perfect 5.1 and LOTUS/Symphony experience a must. Full time. Salary & benefits. Send resume to Human Resources, P.O. Box 196, Birmingham, MI 48012-0196

504 Help Wanted Office-Clerical

BALES SECRETARY
Non smoking company seeks sharp individual with initiative and good secretarial skills to work flexible hours. Typing 40 wpm, and ability to work well with others a must. Send resume to: Sales Secretary, P.O. Box 300, Southfield, MI., 48037.

Secretary

Guardian Industries, a world leader in the glass industry, has an opening in its Personnel Department for a Secretary.

In this position you will be working on a wide variety of secretarial and administrative assignments for the Director of Personnel. You must be proficient in WordPerfect, have excellent filing and organizational skills. You will be able to meet deadlines and work well under pressure. Shorthand is helpful.

Please forward a resume with salary requirements to:

Robert Merrick
GUARDIAN INDUSTRIES
43043 W. 9 Mile Rd
Northville, MI. 48167

Equal Opportunity Employer M/F

SECRETARY/RECEPTIONIST
Full time, benefits.
Call Roger, between 8-4 30pm.
531-7500

SECRETARY/SALE Correspondent
Office located in Plymouth. Celebrity Sales. Typing skills required, good figure aptitude and be dependable. Duties include: Supporting 2 outside Sales Reps by co-ordinating office activities. You will be dealing with contractors and municipalities as well as customers. If you are a self-personnel it interested please send resume to
42295 Ann Arbor Rd. Suite 107
Plymouth, MI 48170.

SECRETARY - Southfield, 1 person office, good typing, figure aptitude, knowledge of word processing, organizational skills, insurance background helpful, benefits, $19,000 to be paid

Individual training available on WordPerfect 5.1

Resume Service

LOIS RAY PERSONNEL
SOUTHFIELD 559-0560

SECRETARY
SUBURBAN POSITION
Professional group seeks Secretary with excellent word processing/communication skills. Full & part time positions available. Salary benefits. Call Arthur Thomas Executive Search.
355-4140

SECRETARY. Temp part time, Mon-Thurs, 8:30-1pm. Accurate typist, familiar with WordStar. Resume to: Office Mgr., 26105 Orchard Lake, #210, Farmington Hills, MI 48334

To the president with opportunity for advancement for the right person. Ideal candidate for this position should be organized with good written and communication skills. Word Perfect processing experience helpful. Resume and salary requirements to: C. Green P.O. Box 3133, Farmington Hills, MI 48333

SECRETARY
Troy Import/Distribution Co. seeks well organized individual to handle sales and administrative duties. Short hand proficiency, min. 80 wpm, word processing & sound math skills required. Competitive compensation package. Send resume to: JMM PO Box 530, Troy, MI 48099

SECRETARY with Multimate needed for small Farmington Hills investment company. Call Mary at UNIFORCE 646-6501

TAKE CHARGE SECRETARY TO $18,700

Be the indispensible right arm to the president of a growing medical nursing company. Don't miss this challenging career opportunity.
Call Bernice at 464-0909
SHELLING PERSONNEL SERVICES

LUCE ASSOCIATION has immediate opening for a full time membership assistant. Applicant must be working with people, be dependable & detail oriented. Computer literate & accounting background a plus. Send resume & salary history to Attention Membership, P.O. Box 33058, Detroit, MI 48232

TYPIST - REQUIRED minimum 60 wpm accurate for a short company currently located in Southfield moving to Dearborn. Duties will include accounting & light short-hand/dictation helpful. Word processing skills required. Good benefits. Please call to set up appointment 557-9140

Typist-Receptionist Department Part Time
Large social service agency in Southfield. Good clerical, communication and typing skills (50wpm). Knowledge of Word Perfect, word processing, good benefits. Resumes only, Attn: J. Gow, 25800 Northwestern Rd., Southfield, MI 48076-2063 EOE.

WESTSIDE LANDSCAPING company seeking part time receptionist (typing special (70wpm) and accuracy, punctuality, good telephone skills and dictaphone experience. Must be able to handle busy multi-line phone system. Knowledge of real estate terminology helpful. Excellent salary to qualified person. Please send resume with resume to Box 922 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

WORD PROCESSING TRAINEE
$12,480-$14,560 FEE PAID
Fast growing, plush suburban office offers excellent benefits, lots of variety and learning opportunities. If your typing speed is at least 50 wpm, call Pat today.
851-3660
SHELLING PERSONNEL SERVICES
FARMINGTON HILLS

WORD PROCESSOR
W.P. Mum Mate busy multi-line phone system. Knowledge of real estate terminology helpful. Excellent salary to qualified person. Please send resume with resume to Box 922 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

WORD PROCESSORS
$9 PER HOUR
• WordPerfect
• Lotus 1-2-3
• Data Entry - $7.00 hr.

Short & long term assignments available
ARBOR TEMPS 459-1166

WORD PROCESSOR
Reliable, efficient word processor needed. Must have knowledge of edge of WordPerfect 5.1 required. Short hand speed 60 wpm. Send resume to
HUMAN RESOURCE DEPT
MERIDIAN HARBOR
32100 Telegraph Rd. Ste. 220
Birmingham MI 48010

505 Help Wanted Food-Beverage

ALL POSITIONS AVAILABLE
Waitstaff & Sub
7170 Cass Lake Rd
Keego Harbor
Apply in person or call 683-8383

ASSISTANT MANAGER
Experienced person needed to manage snack bar & banquet operation. Evenings & weekends. Apply Tee Fox Hills Country Club, 8768 N. Terrritorial, Plymouth 453-7272

ATTENTION:
Line Cooks - part time morning shift or full time evening shift, up to $8 an hour depending upon experience. Apply in person Mon.-Fri. 2-4pm
The Ground Round
30005 Grand River
FARMINGTON

BAR PERSON - Part time. VFW Post 7375, 33031 Ford Road, Garden City. Apply in person 12noon - 8pm

BARTENDERS & WAIT PERSONS - Apply in person Wed. June 5. 12-3pm. City Limits Bar & Grill
24501 Grand River, Detroit

505 Help Wanted Food-Beverage

ATTENTION
Meadowbrook Country Club interviewing for the following positions: Waitstaff, Bartender, Banquet waitstaff. Excellent pay plus benefits. Apply in person Mon.-Fri. 2-4. 40841 W. 8 Mile Rd., Northville

ATTENTION
Mary's Japanese Restaurant & Chinese restaurant is hiring dishwashers and waitstaff. Apply within: 18625 Middlebelt Rd., Livonia

BAR PERSON for afternoons. Also grill & kitchen help, days. Clean friendly bar. 531-4780

BEVERLY HILLS GRILL
Seeking
Assistant Banquet Room Manager
Bartender
Sauté Chef
Line Cook
Dish Washer
Apply in person:
31471 Southfield Rd
Between 13 & 14 Mile Rds.

BOB EVANS SOUTHFIELD

Now hiring AM & PM grill cooks, AM & PM servers, bus persons, bakers, benefits. Starting $5.25-$5.50. Apply 10% & Telegraph.

BOOKKEEPER/ HOST PERSON
Day hours position. Bookkeeping responsibility. Experience required
OCEAN GRILLE
Birmingham 642-7001

CASHIER, WAIT STAFF, Kitchen Help. Part or full time. Experience preferred. Will train. Apply in person. Apply in person, Alexander's, northeast corner of Newburgh & 8 Mile 462-2630

COOK AIDE
Supplementary or entry level position. Hours: Mon-Fri 8:30-2:30pm, 11:30-7:30pm $4.75-$5.50 to start. Call 261-1900

COOK, culinary arts degree preferred. Part or full time, excellent benefits plus free meals. Apply in person for cold foods cook (salads, sandwiches etc). Mayflower Hotel in Plymouth. 453-1632

COOK
Full or part time. Competitive wage plus. Depending on family style experience
WAIT PERSON
Afternoons & Midnights
Apply in person
SILVERMAN'S
S. Main St. at Ann Arbor Rd.

COOKS, BARSTAFF, WAITSTAFF
All shifts. Apply in person
Reserve's Keyboard Lounge, 1870 S. Wayne Rd., Wayne 728-8300

COOKS
Upscale business hotel seeking experienced line cooks for fine dining restaurant & banquet operation. Full & part time available. Competitive wages & benefits. Apply in person.
HOTEL BARONETTE
Restaurant
37700 Hotel Rd.
Novi MI.

soarmh

COUNTER HELP needed for pizza store in Livonia. Ask for Angelo
261-0600

COUNTER PERSON, Donut Shop. Full or part time. Top wages up to $5.75 plus PM's. Donuts & Cones 476-4884

DAY AND NIGHT COOK, PREP Cook & Sous Chef. Send resumes to: P.O. Box 5270, Northville, MI 48167

DELI/HELP/EXPERIENCED
Full time, good salary
Apply in person
Ask for Mark. 421-0880

DELIVERY PERSONNEL WANTED
Full or part time. Days or evenings. Come in to Hungry Howies, 22040 W. 10 Mile, Southfield
Or call 350-8290

DEPENDABLE DIETARY AIDE needed. 3pm-8pm. 20hrs per week $4.80/hr. Plymouth Co Nursing Center 455-0510

DINING ROOM MANAGER
Good pay, full benefits. A great opportunity for the right person. Call:
Sweet Lorraine's Cafe
in Southfield
559-5988

DRIVERS! DRIVERS! DRIVERS!
$4.50/hr + tips + guarantee + bonuses + tips. Wayne location 722-3900

HEAD COOK
Needed for Motor Detroit's finest senior community. Institutional and quantity cooking experience necessary. Creativity a must! 5 days per week. Salary and benefits. Send resume or apply in person: Heathwood, Attn: Food Service Director, 22800 Civic Center Drive, Southfield, MI., 48034

HIRING AM - PM Wait Staff & AM - PM Cook - Apply within: Bakers, 40339 Michigan, 2 blks E. of I-275, Canton 326-5610

KITCHEN UTILITY
Needed for fast service restaurant inside Transit Plaza Pickett Club Gym. Full time. Full Club privileges upon employment.
Call Paul or Jerry 352-8000, ext 56

LINE COOK - Experience necessary. Pay commensurate with experience. Benefits. Apply in person or send resume in person at: Amanites Restaurant, 32777 W. Warren, Garden City

LINE COOK & PANTRY PERSONS wanted. Experience preferred. Home Sweet Home, 43180 Nine Mile Rd., Novi 347-0900

MANAGERS, BARTENDERS WAITSTAFF, COOKS & PORTERS
Now accepting applications for new Livonia location. Apply at Woodward Grill, 30100 Telegraph, SW corner between Jefferson & the River. Detroit. Mon thru Thurs. 2:30pm-5:30pm. 313-259-0576

MANAGER TRAINEE
National company. First year to $20,000 base. Excellent career opportunity. Management experience, restaurant experience helpful. Send resume to: Excellent benefits & training. Career opportunity. Call 473-7210
473-7210
Steven J. Greene Personnel

MATURE HELP - Part time evenings. Flexible hours. Guadalupe Pastries, Livonia area. Call Monday-Friday 10-6pm 425-9300

MITCH'S
Wonderful Italian restaurant for an experienced line and broiler cook to advance culinary knowledge and offer competitive wages. Please apply in person. Mitch & L 4000 Cass Lake, Waterford 682-1818

NEAT, dependable (people person) needed to run employee lunch line in Farmington area. Mon-Fri. Mon thru Fri. Duties include sandwich & salad bar prep & bussing. Knowledge of chinese for interview. 313-546-9003

NOW HIRING! Working supervisor for set-up in banquet & catering company. Hard-working, hands-on type of person. Top wages. Call Lou Bono at 12pm for interview 525-3530

OPENINGS FOR ENTERPRISING Waitstaff in a busy restaurant. Flexible hours. Apply in person. Mitch's L 4000 Cass Elizabeth Waterford 682-1818

PANTRY PERSON, experienced full time. South Lyon area. 437-7337

PRODUCTION Kitchen Manager Experienced only. $13,000 starting + benefits. Work week Sun thru Thurs. Call 348-9003

SERVERS - WAIT PEOPLE
Day & night shift. Apply in person
Big Boy Restaurant
13310 Telegraph

SET-UP PERSONS & Dishwasher Help needed, daytime & evening hrs. Laurel Manor Banquet & Conference Center, 39000 Schoolcraft, Livonia 462-0710

WAIT STAFF - Hilltop Golf Club. Call or apply in person. 47000 Powell, Plymouth, Mich. Ask for Joan
453-9800

WAIT STAFF - part time, evenings also Hostess/aides, part time evenings. Apply in person Harry's Beef & Sports, 36885 Plymouth Rd., Livonia 425-1830

505 Help Wanted Food-Beverage

SHORT ORDER COOK - Part time, 10-3pm, Mon.-Fri. Experience the fast paced Livonia lounge.
Wait Person - Part time. Day or evening shift. Experience. Apply within: Derby Bar, 13401 Middlebelt

WAIT PERSONS - Day and weekends. Good tips. Experienced preferred. Contact Bob's Coney Island Restaurant, Livonia 420-0124

WAIT PERSONS, Host/Hostess, Bus Persons. Full & part time. Apply between 3-5pm. Tues., Wed. Home Sweet Home, 43180 W. 9 Mile, Novi.

WAIT STAFF & BARTENDERS
Experienced, lucrative parties.
$10.00 per hour
884-8066

WAITSTAFF
Part time. Have fun while you work. Apply in person, 12:30-7:30pm at Chaplin's Comedy Club, 16890 Telegraph Road.

WAITSTAFF
Part time. For Senior community. Hours 4pm-7:30pm. $4.50 per hour. Flexible hours. Experience preferred but will train. Great work environment. Also Dining Room Relief. Experience 2 days per week. Apply in person: The Heatherwood, 22800 Civic Center Dr. Southfield

WAITSTAFF
Trowbridge Retirement Center, 24111 Civic Center Drive. Southfield wants experienced or will train Waitstaff, Bus Staff, Dishwashers and experienced Cooks. Stop in or call 352-0208

506 Help Wanted Sales

REAL ESTATE SEMINAR
Career in real estate
Full time training
Company office
Career Night Schedule
THURS - JUNE 6 - AT 6PM
CALL BILL AMICI
525-1900
CENTURY 21 - CASTELLI

RESTAURANT & HOSPITALITY SPECIALIST
Joan Sales Control Systems a distributor of cash register & Point of Sale terminals is your challenge will be to gather market information & sell to the hospitality industry. You'll develop & implement sales strategies to achieve goals. A background in cash registers sales or computer administration is required. Excellent salary, commission plan plus company benefits. Send resume to: Joan Sales Inc., 24355 W. 10 Mile Rd. Southfield, Mich 48034

RETAIL KITCHEN & BATH Salesperson. Experienced preferred. Canton area. Contact Jim Church at 981-5800

Sales Professional
$100,000+
or more in
Annual Commissions

And that's averaging only one sale a day! As you can see, this is an opportunity without an earnings ceiling.

In my nine years with NRC I've made more than double my extra income from home. I need a new dedicated outstanding salesperson to join our small, ever-growing, dynamic national firm.

I prefer filling my positions by referral, so if it's time where I can add a like-kind person to our team, you may be the person I'm looking for.

Call today for an appointment and free brochure or mail your resume to:

James F. McCormick
Executive Vice President
NRC
P.O. Box 13190
Columbus OH 43213
1-800-848-7592

SALES REP
Major Retailer of Home Furnishing looking for sales rep with experience in selling home furnishings. Must have 3-5 years minimum sales experience with key accounts representing approximately territory, volume. Must be self motivated & a team player. Good organizational skills & a exceptional verbal communication abilities necessary. Excellent salary & benefit package. Send resume with salary requirements to: Box 112, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

SPARKLING PERSONALITY - A individuals sales experience helpful, necessary for scouting & admissions counselor for Cosmetology school. Training center. Commission only. $18,000 to $25,000 plus excellent benefits. Troy - 583-2097
Plymouth 455-0700

TALKING BABYTALK?
Need a life of your own
Earning money part time
Set up from home
No initial investment
Free Int & Training Earn trips
with Christmas Around the World
Booking Now for Holiday
Sarah - 381-3928
Linda - 537-7504

506 Help Wanted Sales

SALESPERSONS - Experienced construction knowledge willing to travel. Salary, commission and benefits. Call after 1 PM. 348-7440

SALESPERSON
With experience for Birmingham children's and junior clothing boutique. Part time. No evenings or Sundays. 647-1868

SALES POSITION
Must be a high school graduate with good verbal & written communication skills. Sales experience a must. Apply within: Dollar Rent-A-Car, 334 Lucas Drive, Detroit

SALES Representative
There's No Place Like Home!

ABBEY HOME HEALTHCARE is seeking a highly motivated self-starter to market home health equipment/services to hospitals, home health agencies, HMO's and physicians in the Detroit area.

Only candidates with 1-2 years durable medical equipment sales background and excellent startup personal skills need apply. College degree preferred.

We offer a competitive salary and benefits, incentive opportunity and more. To apply, please call:
1-800-688-4472, press star (*) button, then 6331.

ABBEY
Home Healthcare
Sales Department
Quality Home Healthcare
Equal Opportunity Employer
Minority/Female/Handicapped/Vet

SALES REPS
Tried Avon, Tried Mary Kay? Try the - it works!
Call 349-4718

SEEKING experienced salesperson to sell pre arranged parties such as bands, speakers, comedians to corporate and private functions. Job title is Events Coordinator. Commission only. Fax resume to:
313-553-7861 or Call Tristan Music, ask for Michelle 313-553-4044

ATTENTION College & High School Students, Homemakers & Seniors
TELEMARKETERS NEEDED
Must work steady and have good phone voice. Part time to start, possible full time $4.50/hr + commission. Call Roger 9am-9pm, Mon.-Thurs. 537-1618

TELEPHONE SOLICITORS
Experienced needed for Home Window. Part-time. Good pay.
729-0220

TELEMARKETER - part/full time to work in luxuriously rental shop in Plymouth Rd. Middlebelt area, Livonia. Must have experience with pleasant speaking voice. Call Dr. 425-7070

TELEMARKETERS
New financial company is starting up in the Birmingham area. Candidates must have sales experience & excellent communication skills. Position is hourly plus commission. First shift is 8:30am-2:30pm, 5:15pm. Second shift, Mon.-Thurs 6pm-10pm. Sat. 9am-1pm. Call immediately for appointment
591-1100
ACRO

TELEMARKETING experience needed - by dynamic communications company. $5.50/hr plus commission. Call Trudy at UNIFORCE 357-0037

VACATION SALES
We offer:
- Paid training
- Pre-set appointments
- Commission ± bonuses
- No travel required
- 35 hour work week
- Full benefits package

Must be willing to work evenings & weekends. For appointment call Mr. Perry
851-7555

VINYL WINDOWS SALES
Experienced Full time. Dearborn, Dearborn Heights & surrounding locations. Ask for Don at 278-9222

WANTED 40 people to lose weight while earning money. New nutritional breakthrough product. No pills, no diets, no exercise, no gimmicks 146-3313

WINDOW TREATMENT RETAILER expanding operation. Looking for outgoing, motivated manager positions. Excellent pay & benefits. Experience preferred but will train. 477-4710
Call Mr. Klatt

ZEE MEDICAL
The largest nationwide supplier of First Aid and Safety Programs to business and industry is seeking a Sales/Service Representative to covering the local area. Established route, protected territory. Earnings $20,000/$30,000 1st yr. We offer an ongoing training program, vehicle expenses, Medical insurance, base and commission. Call Mr. Karl, Mon. or Tues 8am-5pm at 347-2593

$150-$400 WEEK
Full or part time. Consumers Rights National Guide. Inc. Farmington
476-5422

506 Help Wanted Sales

TELEMARKETING/SALES
No experience necessary. Salary plus commission. Send resume to: PO Box 847, Sterling Hts, 48311-0847

TELEMARKETING
ABSENTEE ACCOUNT
Opportunity for experienced telemarketer. Qualifications:
- 1-3 years industrial telemarketing experience
- Good phone skills
- Typing
- Good organizational skills
- Science or engineering background helpful
- Bachelor's Degree preferred
- Drug free (test required)

We offer:
- Pleasant work environment
- Challenging career opportunity
- Hourly rate plus commission
- Benefits available

CALL OR SEND RESUME
Bond Technologies, 21178 Bridge St., Southfield MI 48034
313-353-2941

TELE-SALES - Eves.
Excellent part-time opportunity for experienced Sales people needing extra income. Flexible hours, starting position starts at $6.00 an hour and increases to a performance bonus. We sell service contracts. Southfield and Taylor locations.
827-4708 1-800-284-4441

USED CAR SALESPEOPLE
Top production dealership. Must have openings available. Great pay plan and benefits. Call 421-5700 for interviews today.

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SALES WITH US IS A "REAL JOB".
Our programs and support systems are so effective we guarantee you a minimum annual income of $25,000 with unlimited potential.
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