500 Help Wanted

OPERATIONS ADMINISTRATOR

Duties include word processing, answering phone system and other general office duties. Professional attire and attitude required. If interested contact:

Metagraph America Inc.
560-1600
ASK FOR BETH
An Equal Opportunity Employer

OPTICAL DISPENSER
Part time, flexible hours. Experience preferred. Dolan Franchise in Meadowbrook Village Mall, Rochester Hills. 375-0022

OPTICAL DISPENSER WANTED. Experienced only. 31-4 days a week, could lead to full time. Busy Optical office in Wayne. 729-5840

OPTOMETRIC AIDE
For Sterling Heights.
978-3745

ORDER DESK

Our growing mail order company has opening for professional, highly motivated order desk person for incoming orders. These full time positions include extensive training, paid benefits, vacation & holidays, white earning $7-$8/hr. Sales experience a plus. Call 351-8700

PACKAGING
$4.25/hour plus overtime. Choice of three shifts. Livonia area. Call Kelly Custom at UNIFORCE 473-2634

PAINTERS NEEDED
House painters needed with 5 years experience. Call for appointment 547-3507

PARTS COUNTER PERSON
Experienced, for authorized heavy duty truck dealership.
313-981-7710

PARTS DELIVERY DRIVER
Full time, for heavy duty truck dealership in Livonia.
313-981-7710

PARTS TRAINEE. Generator & engine shop has job opening for a parts dept. trainee. Individual must have a high school diploma & be neat in appearance with an outgoing personality. Some mechanical knowledge desirable. Call Arlene 538-0200

PERFECT PART-TIME
For homemakers, or other schoolers. Telemarketers needed. Call Suzie at Moto Photo. 474-8444

PERSONAL TRAINER
Male or Female, to work in personal training studio, Southfield location. 557-7366

PHARMACY TECH/Prescription Clerk. 36 hours, Mon-Fri, 10-6. Prescription counter experience desired with supporting reference. Northland Medical Pharmacy, Livonia, 20005 Greenfield at 8 Mile. Call Larry or Bernie 548-0451

PHOTOGRAPHER needed, part time afternoons, experience required. Sports team photos. 645-7596

PHOTOGRAPHERS
For Livonia portrait studio. Experience with children/family portraiture preferred. Call 477-3832

PICTURE FRAMER/EXPERIENCED
Reliable worker, 5 days.
No others need apply.
Call for appointment, 557-1750

PLANT MANAGER
Foundry experience with strong background in operations. Full benefits. Send resume: to: Box 964 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

PLUMBER
Service person with 5 years experience, van & tools. For Ann Arbor area. 665-0063

500 Help Wanted

PEST CONTROL - growing home service company interested in offering part time to our large customer base is seeking motivated, individual to build pest control division from ground up. 3-3 yrs. experience a must. Competitive salary plus bonus plus benefits. Call Mr. Bogart at 522-1155

PHONE SOLICITOR
Earn $7/hour plus bonus. Age 55 per egot set for group health insurance assemen. Relaxed, loving office. Bernie. 641-0868

Photo
FULL & PART-TIME POSITIONS AVAILABLE
Here's your opportunity to work with one of the most nationally recognized companies in the photography industry. Sears Portrait Studios are now accepting applications by CPI Corporation in over 800 locations.

If you are creative, outgoing, talented with children and enjoy seeing the direct result of your efforts, this may be the job for you. Experience is not necessary. Ability to work with the public is must. Any previous experience in retail sales is an asset.

We will provide a fully paid training program, competitive compensation, excellent benefits, and outstanding career opportunities for advancement. Full yourself in our picture!
Call 1-800-669-9099 Ext. 3074 and ask for Lora any time or apply at your nearest Sears Portrait Studio, Tues. thru Sat., 9am-6pm.
An Equal Opportunity Employer

PLUMBER WANTED
Licensed plumbers need only apply
477-2173

POLICY FORMS ANALYST
Position available for individual with minimum of five years experience in the field of Health Policy Form Development, and related State Insurance Regulations. Will develop, justify, for product approval. College degree required. Experience with mainframe, personal computer applications and LOMA studies desirable. This individual must be able to organize and manage multiple projects. Only non smokers need apply and we are a substance abuse testing company. Send resume with salary requirements to:

ALEXANDER HAMILTON LIFE INS. COMPANY
ATTN: Human Resources
33045 Hamilton Court
Farmington Hills, MI 48334
An Equal Opportunity Employer

POSITION available for skilled maintenance person for the maintenance of apartment communities. Must have own tools & be experienced in general building maintenance. Send reply to:
Management Office P. O. Box 2784
Southfield MI. 48034

PRE SCHOOL TEACHERS & Assistants needed, full & part time positions available. Excellent benefits. Apply within: Childcares World Learning Center, 29047 13 Mile, Farmington Hills.

PRESSER
Experienced, for Noni Rd. Cleaners, Northville 348-8120

PRESS OPERATOR
Experienced on progressive dies & die setting for medium-sized automotive stamping company located N.W. Detroit. 862/Telegraph area. Send resume to: Box 760, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

PRESS OPERATORS - manufacturer in Southwestern Wayne County seeking press operators. High school diploma required, good hourly wage & benefit package available. Apply in person, Call Sharon. 397-6000
An Equal Opportunity Employer

500 Help Wanted

PRINTED CIRCUIT BOARD MANUFACTURER is looking for hardworking individuals to fill entry level positions. No experience necessary, $5.00 per hr. to start plus bonus. Apply in person at: Circuits DMA, 33900 Capitol, Livonia.

PRINTER OPERATOR needed for our Dearborn location. Part-Time Weekends. Must have Experience on Xerox Printer experience. Salary $4.50/hr. Send resume to:
MCN Computer Services
5229 Auto Club Dr.
Dearborn, MI 48126
Attn: Mr. K. Gray

PRINTING COMPANY needs a reliable person to run a bindery machine. No experience necessary, will train. Apply in person between 8am-4pm at Robot Printing, 25218 Gaukler, Redford, E. of Beech Daly, W. of Telegraph, S. of Schoolcraft.

PRODUCT FORMULATOR
Home chemical products packaging firm. Requires minimum of high school education with good math & chemistry skills. Entry level position. Send resume to: Celco Corporation, 377 Amelia St., Plymouth, MI 48170

PRODUCTION QUALITY CONTROL
Home chemical products packaging firm. Requires minimum of high school education with good math & chemistry skills. Entry level position. Send resume to: Celco Corporation, 377 Amelia St., Plymouth, MI 48170

PROGRAM AIDES to teach everyone Dependent, Developmentally disabled adults. Full & part time. $5.50 per hr. to start. 476-0170

PUBLICATIONS ASSISTANT
Reliable, detail oriented individual needed for part time position. Flexible position. Excellent communication and organizational skills are required. Approximately 20-30 hrs/wk. Apply to: P.O. Box 841, Novi, MI 48376

PUBLIC RELATIONS - ASSISTANT DIRECTOR
Assist with the development of annual public relations & marketing programs for Christian Education at Community, supervise daily activities of P.R. staff, assume responsibility in absence of Director, develop & distribute news releases, coordinate monthly & middle school activities, conduct research, write & edit materials, coordinate & manage materials, conduct bi-monthly meetings with school representatives, serve as liaison with dealerships, printers & other vendors. Send to: Jane Wallack, Personnel Director, Cranbrook Educational Community, 470 Long Pine Rd., P.O. Box 801, Bloomfield Hills, MI 48303
Equal Opportunity

QUALITY CONTROL INSPECTOR
Entry level, night shift. Experience helpful, but not required. Apply in person at 24650 North Industrial Dr., North of Grand River between Haggerty and Halsted.

RAPIDLY GROWING regional security company is opening a central station in Southeastern, MI. Openings for management, supervisors & dispatchers. Experience helpful, but not necessary, will train for home office central station operations. Excellent opportunity for the right person with benefits. Salary and hourly commensurate with experience. Experienced managers or shift supervisors, must be willing to accept responsibility, amount of responsibilities. Full time & part time help needed. Send resume or write to: Box 820, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

500 Help Wanted

PROGRAMMER
Full time wholesale distributor located in Southfield. Must have minimum 2 years programming experience in RPG II, using IBM 400. Must have good communication skills. Send resume, including salary requirements to: P.O. Box 5061, Southfield, MI 48086

PUMP & METER repair Technician position open in repair department in one of Michigan's largest industrial pump & meter distributors. Must have good mechanical aptitude. Experience helpful but not necessary will train. Must have good driving record. Salary commensurate with experience, benefits. Send resume to: P. O. Box 324, Farmington Hills MI. 48332

QUALIFIED INDIVIDUAL needed for prominent dairy series in Southfield. Must have previous experience, be self motivated and flexible.
Ask for Michele, 433-4480

QUALITY AUDITOR
Immediate opening for person experienced with quality assurance, incoming material parts inspection. Must be familiar with GM Production Standards. Call 528-8100 today, start tomorrow

QUALITY CONTROL
FLOOR INSPECTOR
Need experience with BPC, gages, audits, inspection procedures. Must be entry level ready with good attitude. Day & night shift available.
Call Laura 474-8330

REAL ESTATE SALES
$25,000 guaranteed! If you always wanted to make a living in real estate, but felt you couldn't take a chance on a lower first year income, now is the time to get started.
Mr. Bettuel at 261-3700 to find out about our guaranteed income program, and start immediately in a great field of unlimited potential.
Livonia-Redford.

REAL ESTATE ONE

RECEPTIONIST - Full time for busy high tech beauty salon in Franklin. Mon-Thurs.-Fri. 11-7, Sat. 8-3. Experience preferred. 352-4884

RESEARCH DIRECTOR
needed for national commercial real estate firm. Knowledge of commercial real estate market necessary. Strong analytical, communication and organizational skills are required. Approximately 20-30 hrs/wk. Apply to: P.O. Box 841, Novi, MI 48376

RESIDENTIAL APPRAISERS needed immediately for numerous projects throughout Livingston, Wayne, Oakland counties.

SALES/SCHOOL POSITIONS available immediately: Livonia retail store. Day or evening hours. Call 261-5370

SCHULBE TREE CARE of Dearborn seeking strong, energetic individuals for tree care company. Full time, benefits, pleasant working environment & benefits. Call Mr. Schulbe at 565-2100

SCREEN PRINTER wanted by production printing company. Experience in printing on polycarbonate and other plastics. Must well supervise screen printing experience. Wages based on ability and experience. Apply at: B.K.Y. Sakaiya Corp. 19600 Bull Run, Detroit, MI. 48223 (313) 592-1198

SEAMSTRESS- For boys & mens wear. Flexible hrs. Brody's Boys & Mens, 31600 Orchard Lake Rd. W. Bloomfield. 851-6232

SEAMSTRESS - Needed Part time. Alterations, also full time experienced Route Salesperson. For appt. call 313-941-8700

SOCIAL WORKER
Southfield subsidized nursing center desires BSW, Must have experience with the needs of the Geriatric population & the desire to address those needs. Candidate must be familiar with nursing home requirements. Contact Administrator. 334-3222

500 Help Wanted

SALES SUPPORT PROFESSIONAL
A full time position is available for a Sales Support Professional that combines order entry, quotation generation and other administration responsibilities. We are seeking a mature and dedicated person to work with our sales teams toward the goal of continuously improving our sales and customer service efforts. The successful candidate must be very organized, produce highly accurate work, have excellent communication skills, data entry/computer experience. We are a quality oriented company and committed to customer service. Full benefit package is provided and salary is negotiable. Please send a resume to:

Box 984
Observer & Eccentric Newspapers
36251 Schoolcraft Rd., Livonia, Michigan 48150
An Equal Opportunity Employer

SECURITY OFFICERS
Full & part time positions available for security officers in Southfield for hard-working, enthusiastic men & women. Qualifications: High school diploma, one year security or law enforcement experience (any field). Screening process takes place at Security Center, 24901 Northwestern, Suite 110, Tues. thru Fri., Between 10-4pm. 355-8780

SECURITY OFFICERS
Major Detroit company is expanding its security force. Full & part time security officers. Some duties include: verifying employee badges, checking packages, greeting visitors & securing company property. Positions have excellent benefits package. Send resume to:

Security Officers
P.O. Box 779
Detroit, MI 48231

SEEKING GENERAL MANAGER
Sales Manager, Sales Rep. For E. Michigan nightclub. $37k million per year & growing. 3 yrs. management in bonus system. Resume required. Send to: Box 842 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

SEMI TRUCK DRIVER
Full time position for experienced individual. 1 year experience minimum. Must have Class A license with air brake endorsement. Blue Cross Blue Shield provided. Apply at Cadieux lab on at: 12656 Richfield Ct. Livonia.

SERVICE PERSON WANTED
must have experienced in heating, cooling & refrigeration. 531-4055

SHIPPING/RECEIVING
Northwest suburban distributor requires a full time shipping clerk. Duties include: Loading, Unloading, Inventory. Hours 10am - 6:30pm, 6 days per week. Must be reliable, responsible, dependable & must. Good working conditions. Send resume to: Shipping/Receiving, Roger Zatkoff Co. P.O. Box 413, Farmington Hills, MI 48332-0413
We promote a drug-free environment. Substance abuse testing is part of the pre-employment process.
An Equal Opportunity Employer

SHIPPING & RECEIVING
Familiar with UPS and Postage Meters. Starting pay $5.69 per hour. Full benefits package. Apply in person at US Industrial Tool, 15101 Oakt, Plymouth.

SHIRT PRESSER Wanted for Redford area laundry. Apply in person. Mon.-Fri. 7am-3pm, ask for Carole. 9 Mile at Beech.

SNACK FOOD COMPANY
has opening for Sunday merchandiser, also full time experienced Route Salesperson. For appt. call 313-941-8700

SOCIAL WORKER
Southfield subsidized nursing center desires BSW. Must have experience with the needs of the Geriatric population & the desire to address those needs. Candidate must be familiar with nursing home requirements. Contact Administrator. 334-3222

500 Help Wanted

SERVICE ADVISOR
Headed with pleasant personality, mechanical sales ability a plus. Must be able to effectively communicate with customers. Must be computer literate. Send resume to:
PO Box 906, Troy, MI 48099

SERVICE TECHNICIAN - Immediate opening for service technician to service Xerox Copiers. Flexible hours to meet. Applicant must be organized, self motivated and reliable. Should have associates degree in electronics-service, plus previous applicable. Send resume & references for interview to: Director, PO Box 82084, Lincoln, NE 48151

SHIPPING & RECEIVING
Check, package & log outbound shipments. Check in, store, log in received goods. Good at keeping organized. Read blueprints and wage requirements to:

CRISCO, INC.
31731 Sherman Dr.
Madison Heights, MI 48071

SHOP MANAGER
Al Crowley's we have an excellent opportunity for an aggressive, self motivated individual to develop our Wildwood Bike Department. We are looking for individual who possesses a leadership quality, good communication skills & knowledge in retail shoe industry. Qualified candidate must have minimum of 3 years retail experience. The successful applicant will be entered a base salary plus bonus, commission + department sales bonus. We offer health insurance, full time employee discount, paid vacation & holidays. Interested applicants are invited to apply in person at our
Human Resources Dept.

Crowley's
34420 Ford Rd., Westland.

SUBSTITUTE CAFETERIA HELP
$5.25 an hour to work on an on-call basis. Call Marsal 477-8422

TAILOR - FITTER for boys & mens wear. Flexible hrs. Brody's Boys & Mens, 31600 Orchard Lake Rd., W. Bloomfield. 851-6232

Certified
Kindergarten Teacher
Full time position, full day program, must have experience in individualized curriculum, must be creative, energetic, & patient.
Send resume to: PO Box 55, Birmingham, MI 48012

TEACHER
Part time, teenage driver education, for college bound. Lake Orion School. 932-5333

TEACHERS & ASSISTANTS
1st, 2nd, Second time for pre-school. Downtown: 393-8940
North: 344-1180

TELEPHONE WORK
Full or part time. Downtown & Madison Hts. Will train. Mature person desired. 261-6914

TELLER/PART TIME
Must have credit union or bank experience. Call between, 5pm-7pm. 964-4453

TEN MINUTE OIL CHANGE
Needs both full time & part time help. Must be reliable. Farmington Hills 553-0013

TITLE EXAMINER-Southfield area. Experienced. Benefits. Resume to: P.O. Box 5238, Northville, MI 48167 or call Cheryl Besser. 348-3033
An Equal Opportunity Employer

TREE SERVICE: Experience helpful but not necessary. Male or Female. Call. 427-7027

WAREHOUSE/LADOR
Entry level, some lifting required, will train. 1-800-821-8960

WAREHOUSE WORKERS
ALL SHIFTS AVAILABLE
$5 per hour and up. Long/short term assignments. Some temporary to permanent position.
ARBOR TEMPS 459-1166

500 Help Wanted

SOFTWARE ENGINEER: Full time position requires extensive assembly language programming in MS/DOS environment. Send Resume to: Artic Technologies, 55 Park Street, Troy, MI 48083

SOUTHFIELD PUBLISHING Company looking for full time person in calculations/accounts payable dept. Computer experience a plus. Knowledge of general ledger helpful but not necessary. Benefits provided. Send resume with salary requirements to Mari Anne Taylor, Business Manager, The Jewish News, 27676 Franklin Rd., Southfield, MI 48034
An Equal Opportunity Employer

SPORTS MINDED
Management trainee to $17,000 starting. Check in, store, log in received goods. Good at keeping organized. Read blueprints and wage requirements to:

CRISCO, INC.
31731 Sherman Dr.
Madison Heights, MI 48071

TEACHER DEPT. - Full-looking, certified. Send resume to: Auntie Pasto's Day Care, 31139 E. Maitland, Birmingham, MI 48025. Or call after 5:30pm. 540-0727

TEACHERS/CAREGIVERS
needed for preschool program in Bloomfield Hills/toddler program, Farmington. Full time, long term, required, full/part time schedules available. 851-8844

TEACHER with Early Education experience needed to work Mon-Wed-Fri afternoons at Temple Israel Nursery School in Oak Park.
For info call 9am-3pm, 543-0988

TECHNICIAN WANTED to service point of sale system as well as ECR. Experience preferred. Call for more details, 9-5 261-2700

TELEMARKETER: Farmington Restaurant Studies, Part-Time, Flexible working environment. Perfect for students & homemakers. 477-8422

TELEMARKETERS WANTED
for home improvement. 3 positions to fill. Top wages for the best.
Call Mike 550-7300

TELEMARKETING OFFICE in Westland has positions for telephone sales starting at $5.00/hr. + bonus. No experience necessary. Call Jerry, Davis 8am-3pm, Monday-Friday. 728-0434

TELEPHONE INTERVIEWING
Dynamic Marketing Research Firm is seeking motivated, part time telephone interviewers for all shifts (DAYS, EVENINGS & WEEKENDS). Qualifications are: Excellent Phone Skills, Computerized Telephone Skills, Ideal for homemakers, students, retirees, Pleasant Working Environment & those desiring extra money for the holidays. NO SALES INVOLVED. Call Tom at 10am-1pm 827-4021

TELEPHONE WORK
Full or part time. Downtown & Madison Hts. Will train. Mature person desired. 261-6914

TELLER/PART TIME
Must have credit union or bank experience. Call between, 5pm-7pm. 964-4453

TEN MINUTE OIL CHANGE
Needs both full time & part time help. Must be reliable. Farmington Hills 553-0013

TITLE EXAMINER-Southfield area. Experienced. Benefits. Resume to: P.O. Box 5238, Northville, MI 48167 or call Cheryl Besser. 348-3033
An Equal Opportunity Employer

TREE SERVICE: Experience helpful but not necessary. Male or Female. Call. 427-7027

WAREHOUSE/LADOR
Entry level, some lifting required, will train. 1-800-821-8960

WAREHOUSE WORKERS
ALL SHIFTS AVAILABLE
$5 per hour and up. Long/short term assignments. Some temporary to permanent position.
ARBOR TEMPS 459-1166

500 Help Wanted

TRAVEL CONSULTANT
W. Bloomfield agency looking for agent with 2 yrs. experience. PARS International experience a plus.
Call Mari. 851-7555

Unique Hours

11 Mile/Evergreen area
Seeking personable, energetic individual who lives either 10 minutes of our office. Our nursing service is in need of a Coordinator to work Monday, 8 30am-12n, Tuesday & then stay at home while on call every Tuesday, Wednesday & Thursday evening, 4:30pm-8pm. This is a position of responsibility for an individual with a mature understanding of people. If your career, can work independently and make decisions.
• Can effectively maintain detailed schedules.
• Can work positively despite frequent phone interruptions.
• Enjoy working with people.
• Interested in working with a company whose excellent reputation is a direct result of teamwork.

Inquiries regarding this unique opportunity will be taken
Monday, 12 between the hours of: 10am-2pm, Mon. thru Fri.

354-6523

WAREHOUSE STOCK PERSON
Full time position available for full or part time. Certified Nursing Assistants. Light duties, some lifting. Nursing home experience. Please contact Mrs. Hamilton. 561-1920

CERTIFIED NURSE ASSISTANTS
Needed full and part time, 7-3 and 3-11.

RESTORATIVE AIDE
Part time, we will train.

Apply in person:
Bedford Villa Nursing Care
18240 West 12 Mile Road
Southfield, MI 48076
An Equal Opportunity Employer

CERTIFIED PHYSICAL THERAPY ASSISTANT
Full time, Monday-Friday schedule in Plymouth area. Good benefits. Call Nancy. 453-6510

CHEERFUL QUICK LEARNER with Clerical experience needed to work in Chiropractic office in Northville. Will train. Call 349-5340

CHIROPRACTIC ASSISTANT
Looking for a positive self motivated person, seeking a long term position, afternoon position, Mon, Wed, and Fri, 2:15 to 7:30 pm. Clerical skills required. Willing to train.
Call Jeanette at 464-7300 for interview. Or fax resume to: 464-7301

CLERICAL & LIGHT clerical skills required. Will train. 30-40 hours per week. Telegraph & 13 mile area. Send resume to: Box 771138, Detroit, MI 48277-1138

DATA ENTRY CLERK
Full time. 1 year computer experience preferred. Ability to type 50wpm, knowledge of medical terminology, work well under pressure, have initiative & be a team player. Entry level position.
United Home Health 981-8820

GROWING DENTAL OFFICE is searching for a team oriented person to join our staff, part time.
Dental experience necessary.
Call Michele 981-0207

DENTAL ASSISTANT
We are looking for that special, energetic experienced Dental Assistant to join our progressive Livonia practice. Bonus plan offered. 425-4530

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★ CUSTOM BRICK PATIOS
★ Lic. & Ins. Free Est.
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