500 Help Wanted

RETAIL MANAGER - The Tool Warehouse is seeking a full time retail manager for their new Livonia location. Hours are Monday-Friday full time, selected position with attractive benefit package. Full time job is subject to 3350 W. Big Beaver, #310 Troy, MI 48084. Fax: 313-649-0980

SALES/STOCK PERSON
Jackson Health Food, Ann Arbor area. Nutritionist preferred, dependable. Mon thru Fri. Some Sats & Sun. Contact Cris 427-3144

SCREW MACHINE OPERATOR
Experienced with multiple machines & Brown & Sharpe single spindle operator. Call Jerry or Ken at (313) 453-2420

REACHING FOR WORK?
Administrative Assistant, $7.50 per hour. Laborer, $6 per hour. Maintenance, $6 per hour, part time. If you live in the Oakland County area, call Opt Out. 344-4167

SECURITY OFFICERS
Immediate openings for full time security professionals to work in the Detroit area. Must be high school graduate, possess a security license and have a valid driver's license.
NATIONWIDE SECURITY
23800 W. 10 Mile, Southfield
355-0500
An Equal Opportunity Employer

SERVICE MERCHANDISER - are you looking for a good working relationship? Do you like a challenge? Company for service merchandiser to call on food stores, drug stores, convenience stores, call on in-store displays or toys, pet supplies, or other merchandising experience in grocery or drug stores very helpful but will train. Call between 9-12 noon. 348-8300

SERVICE TECHNICIAN - to repair commercial refrigeration equipment. Experience preferred, please call 332-6251

SEWER AND DRAIN CLEANING
Service Person. Experienced in residential construction and industrial construction position. Steady work. Good pay. Call, 945-8440

SHIPPING/RECEIVING CLERK
Troy based manufacturer has immediate opening for experienced person. High school graduate, able to lift 50 pounds. Benefits. Attention to detail a must. Night shift, experience a plus. Benefits. Send resume to Shipping/Receiving Clerk, P.O. Box 7046, Troy, MI. 48007-7046

SHOP WORK
Part time. Some lifting required.
- No experience necessary.
Call 8am-5pm 528-3310

STOCK - BLUE JEAN JOB
$5/hour, paid training, no experience necessary but would be helpful. Call between 9-4pm. 471-6880

SUBSTITUTE TEACHERS
for Receptive School. Please send resume to: M. Hoag, Box 329, Bloomfield Hills, 48303

SUBSTITUTE TEACHERS
Bloomfield Hills Schools, Cranbrook Schools, Cranbrook Educational Community. Certification necessary or eligible for permits.
473-8901

SURVEY WORK
Part time evenings. Enthusiastic individuals to interview money and attitude surveys. No experience. Must be 18/over. Call 477-8330

SWIM INSTRUCTOR
Part time, Mon. & Wed. evening hours, Saturday AM hours.
Rochester YMCA 651-9632

TARGET now taking applications for: Receiving, Stocking, Customer Service, Cashiering, $4.45/hr. Fun, fast & steady place to work, flexible hrs. Dillard's, Mervyns, Lady Foot Locker. Apply: Target, 30000 Grand River, Farmington/Farmington Hills.
477-1808

HIGHLY ACADEMIC pre-school seeking experienced and qualified teachers for children ages 2½-5. Call betw. 1:30-3:30 Only. 435-3713

TEACHER - ELEMENTARY.
- Part time 4-6 positions available. Private school in Farmington Hills.
471-1488

TEACHERS for Senior Connections wanted for latch key programs in Detroit to work as Program Directors & Card Clerks. Must have a minimum of two (2) years experience in elementary school or related education. Contact Ms Ann 270-0659

TEACHER SUBSTITUTES & TEACHER AIDES - OPPORTUNITIES for private school in Plymouth.
Call, 420-3331

TEAS-BAS - With use of childhood development background needed for Northwest's Kids Learning Center in Night Cut Jobs. 348-3300

PROFESSIONAL & MOTIVATED 2 - Willy radio bench technician with experience repairing Motorola radios. Solid resume & salary requirements to: Workforce Inc., 32401 W. 8 Mile, Livonia, MI 48152

TECHNICAL MANUFACTURING SUPPORT
$7 TO $7.50 PER HOUR
Individual with good mechanical background needed for support position in Plymouth. Must have knowledge of hydraulics. SPC required. Light lifting.
478-7212

ATTENTION
Experienced telemarketers - Part time positions open immediately in Canton. Call Mon. - Fri. 9-5 for interviewing. Call for interview: 981-8306

TELEMARKETERS
Looking for a few good men and women to pay top wages & commission. Work your own hours. Part time only. Minimum 3 years experience. Mon-Fri 4:30-8:30, Sat 9-1 daily, after 6 hours. 354-1100, Ext. 221

TELEMARKETERS - experienced for Livonia window company. Hourly plus bonus. Ask for Jim or Dave
Mon. 522-4500

TELEMARKETING
AT A GREAT LOCATION
Part time, permanent, 2 shifts, 5 days, excellent salary, appointment setting only. Ask for:
Barbara Waggoner 313-886-2200

TELEMARKETING
THIS ONLY PRODUCT EVERYONE MUST HAVE
If you are a successful telemarketer and want to work a meeting your clients on products people don't need, then you should respond to this ad immediately!

BECAUSE AMERICAN FROZEN FOODS WANTS YOU!
Openings on our staff rarely occur, however, we are meeting your clients on products people don't need, then you should respond to this ad immediately!

BECAUSE AMERICAN FROZEN FOODS WANTS YOU!
If you have:
- 2 Years Experience
- Excellent Work Record
- Reliable Transportation
- Morning or Evenings Free

We can offer:
- $ Around
- Excellent Commissions
- Hourly Rate plus Bonus
- Paid Holidays & Vacation

Please Call
313-559-5180

TELEPHONE SURVEY WORK
Part time, evening hours. Pleasant working conditions. $6.00 per hour. Ask for Mr. Lake. 721-7181

TELEPHONE SURVEYOR
Farmington area, Grand River/Nine Mile vicinity. Hourly rate. Must be able to work independently and have excellent communication skills. No selling. Hourly rate. To qualify, phone 1-800-874-8253

TELLER - PART TIME
Farmington area. Ideal for someone looking for part time teller with a schedule of: Mon-Fri, 11am-3pm. Applicant must be able to deal professionally with public. Ability to work in a medical office. Previous experience a plus. Send resume for Member Services Manager, 27961 Farmington Rd., Farmington, MI 48336

THREAD ROLLER SET-UP
Well established fastener company in Plymouth, Michigan, needs an experienced Roller Set-up person to set up Hartford automatic, Westerbury and Reinhard rollers. Excellent benefits and salary.
Call 313-451-7010, ext. 118

500 Help Wanted

TELEMARKETERS for financial planning firm. Experience preferred but not essential. 10-18 hours per week, day or evening. Salary plus performance bonus. Call Jerry, Van Weinstock, Kulick at 827-1230

TELEPHONE INTERVIEWING
Dynamic Marketing Research Firm is seeking individuals for telephone interviewing for all shifts. Excellent Pay, Overtime & Bonuses. Qualifications are: Excellent Phone Skills, Computer Literacy, Typing Skills. Ideal for homemakers, students, retirees, those re-entering job market & those needing an extra income for the holidays. NO SALES INVOLVED. Call Sue, 569-2670 Mid-day.
Your-4pm 827-4021

TELLER POSITION available. Full time, for customer service in North Oakland County. Some experience preferred. Advancement opportunities.
683-4302

TEMPORARY PERSONNEL MANAGER
Well established temporary personnel firm is seeking a qualified person to manage our Southfield dental office. Duties include recruiting, testing, placement of temporaries & customer relations. Experience in the industry a strong plus. If you are interested in a career in this temporary field, and have a background working with an experienced team, call 8am-12 noon 372-2720

TILE/FLOOR PERSON
Experience required. Full time for contract work. Call between 8-10 AM, Mon.-Fri. 10am-3pm. 336-1030
An Equal Opportunity Employer

TILE FLOOR TECHNICIANS
Start at $3 per hour. Room for advancement. Benefits. Ideal for retired craftsmen licence. Motivated individuals need apply. Weekend 727-9696

TITLE EXAMINER. Southfield area. Experienced title examiner. Call Jim 5236, Northville, Mich. 48167 or call Detroit, 313-980-1900
An Equal Opportunity Employer

TITLE INSURANCE
Lawyers Title is accepting resumes for experienced Escrow Officer. Please send resumes to: Box 180, Observer & Eccentric, 36251 Schoolcraft, Livonia, MI 48150.
Equal Opportunity Employer

TOW TRUCK DRIVERS
Experience preferred. Redford area. Dispatcher or salary. Call Mon-Fri, 9-4pm. 531-1303

TRANSDUCER DESIGN ENGINEER
BSM degree. Should have a minimum of 3 years experience in the design of transducers for strain gauged sensors. Must be familiar with AutoCad and/or Caddy. Knowledge & ability to use SEA's Sabre. Salary is commensurate with experience. Qualified individuals should send their resume to:
Gill Inc
23640 Research Dr.
Farmington Hills, Mich. 48335-2630
Attn: Senior Engineering Manager
GSE is a world-wide leader in manufacturer of load cells, scales, torque cells, multi-component units, calibration equipment, instrumentation, and automotive safety related sensors.

TRAVEL AGENT
Downtown Detroit travel agency has employment opportunity for talented individual with excellent organizational & communication skills. Applicants must have 2 years or more experience. Previous PARS experience a plus. Competitive salary & package including benefits. Qualified applicants, please forward resume & salary requirements to:
Travel Agents
P.O. Box 737
Detroit, MI 48231
478-1808

TRAVEL AGENT NEEDED for Livonia based agency. Must be profitable producer. Salary negotiable. Call Ms. Lynn 476-5440

TRAVEL AGENT - Part time. Sabre experience preferred. Approximately 20-25 hrs./week. Carrion/Thompson area. Call Dixie at: 451-2294

TRUCK DRIVERS
Delivery route seeking experienced straight truck operators. Must have valid DL, license & clean driving record. 37 an hour with benefits. Heavy lifting required. Apply at 2244 Ford Rd., Garden City, Mon.-Fri., 9am-4pm.

JITFATONED
TRUCK DRIVERS-Combination
- Min. CDL with endorsements. Minimum 3 yrs. experience. International Transport Agency. 584-2309

TRUCK HELPER
Quality bedding products distributor seeking stable, dependable people to assist truck driver in delivery of products. Entry level position with opportunity for advancement into shop area. Good benefits. Apply in person Mon.-Fri., 8am-11am.
Pete Window & Door Co.
2000 Haggerty
(N. of 15 Mile)
Bloomfield Hills, MI
An Equal Opportunity Employer

TV REPRESENTATIVE/-
New Center area. Hourly+bonus. Job 40 hrs. wkly. including every other weekend. Good math aptitude. Love of walking. Must be congenial, outgoing, honest & especially like to spend only if you meet the above qualifications. Send work history to: Amerivada Housewares Group, 700 E. Big Beaver, Suite 124, Troy, MI 48083

VAN DRIVER - presently with Northwest Florists. Also part time help needed. Equal Opportunity Employer. Child Time Children's Center 729-3424

VIDEO TREND is now accepting applications for warehouse/stock help $3.80/hr. with benefits. Apply at 12900 Richfield Ct., Livonia 48150.

WAITSTAFF
Afternoons & midnights. Southfield Farms Horn. 24200 W 12 Mile.
353-3232

WAREHOUSE DELIVERY DRIVER
Full time. Must be flexible & know metro area including Plymouth, Dearborn, E. Detroit, Mt. Clemens & St. Clair Shores. Good driving record essential. Starting pay $5.75 an hr. Apply at Mark's, 30975 W. 8 Mile, Livonia.

WAREHOUSE HELP
Self motivated, some overtime. Call Spa's. 33400 Plymouth Rd, Livonia.

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

WINDOW CLEANER - experienced, hi-rise, must have very reliable, have own transportation, starting pay $10/hour. 624-7333

WINDOW WASHERS
Experienced only, year round work. Apply in Detroit at, 8109 Freeland Ave., Schaefer/Chicago area.

WRITERS - CONTRACT POSITION
8-6 years technical development experience. MS Word & Windows a must. Send resume to: A & A Editorial, 7339 Haggerty Way, Bloomfield Hills, MI 48302.

502 Help Wanted Dental-Medical

ALLIED NURSING CARE
Earn Top Dollar
RN'S
Up to $31.30/hr.
LPN'S
Up to $19/hr.
CNA
Up to $8.60/hr.
- Work For The Best
- Excellent Pay

443-5700

EXPERIENCED BILLER/
Receptionist for small oral surgery office. Part-time, 2½ days a week. Good for mom returning to work. 362-7282

BUSY DEARBORN Hts. dental office seeks energetic working beds (some exams if needed, xrays, etc.) and is willing to build on them. Full time/part time. Benefits. 274-4040

CHIROPRACTIC ASSISTANT
Full time for busy Novi/Farmington office. Hrs., Mon-Fri. Experience preferred. Send resume to: Chiropractic Certificate required. Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

502 Help Wanted Dental-Medical

ATTENTION DENTAL ASSISTANTS
Busy, well established office in Rochester with friendly staff needs clinic 1 eve. per week and every other Sat. Experience necessary, certification or registration preferred. Call Barbara at Dr. Reynolds' office. 652-1010

BILLER
Senior level medical biller needed for busy orthopedic practice in Farmington Hills. Excellent wage & benefit package. Call or send resume to: Patty Pellotz, 832-1170
Harper Associates, 29470 Middlebelt, Farmington Hills, MI 48334

CANDIDATE NURSES AIDE
Female to work in off-site office with health care needs. Free room & board & salary. Call Sue, 264-8719

CERTIFIED NURSE ASSISTANTS
Needed full and part time.
7-3 and 3-11.
Person can bring personal
Redford Villa Nursing Care
16240 West 12 Mile Road
Southfield, MI 48076
An Equal Opportunity Employer

CHIROPRACTIC ASSISTANT
Busy office in Livonia seeks motivated person, working in long term practice. Full or part time position, Mon. and Fri. 2:45 to 7:30 pm. Central phone receptionist. Must be qualified individual. 27837 Joy Rd. Call bet. 9-12 or 2-6 Mon-Fri. 522-5301

DATA ENTRY CLERK
Full time. 1 year computer experience. Mon-Fri, 8:30am-5pm. Knowledge of medical terminology, work up under pressure, have flexibility & be a team player. Entry level position.
Call Debbie 961-8820

OAK PARK Dental office needs skilled Dental Assistant. Modern practice offers an excellent opportunity for an experienced assistant who will be responsible for all phases. Beautiful office, excellent benefits & competitive salary. 968-7700

DENTAL ASSISTANT - Experienced in four handed dentistry, for West Dearborn office. 2-3 days per week. Ask for Pat. 565-3131

DENTAL ASSISTANT - Full time position. Congenial 1 doctor office. Licensure req. Total benefit package. No evenings. 427-6111

DENTAL ASSISTANT/Receptionist
Friendly, caring, female dental assistant/receptionist. 20 to 24 hrs./week. Good salary. Call, 537-4615

DENTAL ASSISTANT: Are you an experienced assistant looking for an opportunity to expand skills & advance professionally? Are you a high quality practice? For an extraordinary position with top salary plus benefits, call 357-3109

DENTAL ASSISTANT
For Periodontal office, part time. Must have experience. Farmington Hills area. 851-1034

DENTAL ASSISTANT - Congenial, experienced person, enthusiastic about commitment to growing cosmetic dentistry. 464-1827

DENTAL ASSISTANT for W. Bloomfield Orthodontic office. Full time position for advanced individual. No Saturdays. 851-7272

DENTAL ASSISTANT
Are you Self-motivated, dedicated & experienced? We are looking for that special person to work full time in our Livonia family practice. Excellent working atmosphere, bonus plan 425-4230

DENTAL ASSISTANT - PART TIME
Experience required. Friendly, pleasant office, Livonia area. 425-3150

DENTAL ASSISTANT - Westland area, 4 days per week. Exp. req. Experience necessary, empty, neater welcome. 728-2618

DENTAL ASSISTANT - Full time - 4 handed general dentistry, experience with X-Ray skills. Farmington area. 851-6446

DENTAL ASSISTANT - Part time, general dentistry, X-Ray skills, 2 days. Farmington Hills. 851-8446

DENTAL ASSISTANT/ROVER.
Tues-Sat & Wed. afternoon. Rochester general family practice. Experience necessary. 652-1100

DENTAL ASSISTANT - needed for our Northville office, must have some experience, salary negotiable, please call for interview 348-3111

DENTAL ASSISTANT
We want the best & are willing to pay for it. We offer a challenging position that is motivating & rewarding with a team approach, competitive salary & benefits. Call today for a brighter future. W. Bloomfield, 661-1440

DENTAL ASSISTANT
Searching for an energetic and people oriented person for chair side assistant position in the growing Livonia practice. You must have a minimum of 2 years dental assistant experience. Excellent working conditions, call Judy. 476-0050

DENTAL ASSISTANT
Specialty office seeks a friendly individual with strong people skills for our staff. Will consider individual interested in training. Salary commensurate with exp. Excellent benefit package, no evenings. Call Jan, 261-1803

DENTAL HYGIENIST position available, part or full time, in West Dearborn office. Excellent salary & benefits. Ask for Pat 565-3131

DENTAL HYGIENIST for Livonia family practice for warehouse/stock help for Mon., Tues. & Thurs. Very competitive salary. Call 525-6100

DENTAL HYGIENIST -
Part time, for perio conscious Livonia family practice. Bonus plan.
425-4530

DENTAL HYGIENIST
Experienced. Flexible hours.
W. Dearborn area.
562-5610

DENTAL HYGIENIST - full/part time, 4 days/week or per diem, no Saturdays, medical, profit sharing.
Dearborn Hts 565-0373

DENTAL HYGIENIST/Part time. Needed for Southfield dental office. Excellent salary, benefits & bonuses. 355-9800

DENTAL HYGIENE ASSISTANT: Are you a friendly, personable, motivated individual, would like a career in health services? To learn about an exciting position with a high quality specialty office where benefits include uniforms, call 357-3308

DENTAL HYGIENIST
Part-time, Saturdays only for progressive office in Farmington Hills. Call 474-2280

DENTAL HYGIENIST
Friendly family practice in Garden City is seeking a cheerful & enthusiastic person for Mon or Tues. Excellent salary. 422-2890

DENTAL HYGIENIST - we are seeking an enthusiastic & outgoing dental hygienist for 3 or 4 day position in a friendly & progressive Birmingham family practice. 645-3316

DENTAL HYGIENIST - Part time. Experienced in soft tissue management. Must have good sense of humor. Great atmosphere. 274-5668

DENTAL HYGIENIST
Do you enjoy excellent? Are you innovative, dependable & friendly? Do you love meeting & helping people? Join our staff. Excellent salary. W. Bloomfield. 661-1440

DENTAL OFFICE ADMINISTRATOR
The kids are back in school, choose your own schedule! Peak Performers Inc. needs front desk super stars. If you are flexible & a good communicator, call for a confidential interview 477-5777
An Equal Opportunity Employer

DENTAL RECEPTIONIST
We are a general dental office in Livonia seeking an additional dental receptionist. Must have front desk and insurance experience, computer helpful. 3-4 days a week. Great pay for right person. Call Dr.'s home 464-0020

DENTAL SECRETARY/Receptionist - 3 days, no evenings or Saturdays. Must have insurance & computer experience. Typing required. Farmington Hills area. Send resume to Box 154, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

EXPERIENCED dentry supervisor for medium size nursing home. Dietetic Certificate required. Brasburn, 1312 N. Woodward, Bloomfield Hills

502 Help Wanted Dental-Medical

DENTAL OFFICE MANAGER
Exceptional opportunity for qualified person with experience in computers & at least one year of dental practice management. Excellent salary & benefits with state of the art technology & great work environment. Resumes to: Box 180, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

DENTAL RECEPTIONIST for full time position in Oxford family practice. Knowledge of dental insurance & computers helpful. 628-2540

DIRECT CARE with dietary experience preferred, Hrs. 4-12pm, Mon.-Fri. Starting pay, $5.75. Call: Susan, 478-1956

EMERGENCY MEDICAL TECHNICIAN
Accredited home care company is currently looking for a licensed EMT to work in our patient care department. Qualified individual must possess a valid drivers license with clean driving record. For more information call Brenda at 348-3118

EXPERIENCED team oriented full time assistant needed for rapidly growing progressive orthodontic dental practice. Benefits & bonus available. Ask for Sheryl 464-2800

HISTOTECHNOLOGIST/Technician, experienced, part time, Wed & Sat, Northwest Area Arbor. Call 663-4000

HOME HEALTH AIDES
EXPERIENCED
- Eligible for benefits
- Competitive salary
- Mileage reimbursement

For home care agency serving western suburbs. Must have references, have experience working with the ill, disabled or elderly, have dependability, reliability, sense of commitment & compassion. Please call MRT 11 to apply call Marilyn, 981-8429
UNITED HOME CARE

HOME HEALTH AIDES
NURSING ASSISTANTS
Would you like a little respect? Join our team of professionals. Join our team of VISITING CARE - Flexible schedule available. Competitive or experience required. Call today!
Northville 313-348-0220
Brighton 313-229-9220
Ann Arbor 313-930-0000

HOME HEALTH CARE Aides, full or part time hourly (all shifts) & 24 hr. shifts. Experience preferred, but will train right person. Call 981-8429

HOUSE MOTHER
Part time, 3 days/week. Apply at Hickory Ridge Boys Home, 30000 Ann Arbor Trail, Westland, near Joy Rd.

NURSE AIDES
Growing home care agency is seeking qualified experienced personnel for private duty cases throughout Oakland County. Choice of Days & Hours. Call between 10am - 4pm Monday thru Friday.
NURSING UNLIMITED
540-2360

NURSES WANTED
Westland & Wayne Area. All skill levels. All shifts. Insurance benefits available. Call Bobbie 352-5340

OB/GYN, W. BLOOMFIELD NEEDS part time for busy office. Mid-Level duties incl. filing & light typing. Ask for Mary at: 855-6663

ORAL SURGERY ASSISTANT
Full time. Excellent wage benefits. Experience in dental office preferred.
647-5656

PHLEBOTOMIST

National Health Laboratories is seeking a Phlebotomist to work in a physician office. This position is part regional driving station in the Mt. Clemens area. No Sundays. Some experience required. Successful candidates will be self-motivated, work independently and must have dependable transportation. NHL offers a competitive salary. For immediate consideration please apply Mon.-Fri. 7am-4pm at:
NATIONAL HEALTH LABORATORIES
16520 19 Mile Rd.
Mt. Clemens, MI 48044
Equal Opportunity Employer
Minority/Female/Handicapped/Vet

PSYCHIATRIC HOSPITAL
temporarily full time, 3-11 shift, helping aide position open. Contact Judy K., Ardmore Center Livonia, 474-3000

RADIOLOGY RECEPTIONIST
Taking applications for experienced Radiology Receptionist. Full-time position. Call 347-6205 or apply at:
DMC HEALTH CARE CENTERS
WOODLAND
27207 Grand
41935 W. 12 Mile Rd.
Novi, MI. 48377
Affiliated with The Detroit Medical Center, An Equal Opportunity Employer.

RECEPTIONIST MEDICAL BILLER-
Busy medical practice seeking two physicians office. Experience necessary. Offering competitive salary & benefits package. Call Office Manager 842-4222

REGISTERED
MEDICAL TECHNOLOGIST
A full time and part time position exists for Registered Medical Technologists on the midnight shift. We offer an excellent salary, plus benefit package. Interested applicants should call 864-4800 ext. 2563
St. Mary Hospital
36475 W. Five Mile
Livonia, MI. 48154
An Equal Opportunity Employer

RN
Assessment Nurse
Amicare Home Healthcare, a multi-site home health company, sponsored by the Sisters of Mercy Health Corporation, is looking for Assessment Nurses for our Ann Arbor branch.
In this position you will be responsible for conducting assessments, referral information, completing initial home visit and evaluation of OASIS and analyzing and interpreting clinical data to appropriately direct home care services.
The successful candidate will be a registered nurse with current Michigan license or permit and at least one year professional nursing experience required. Community health experience preferred.
Amicare offers an outstanding benefits package and a competitive salary to match your skills. To apply, Please send your resume to:
Amicare Home Healthcare
Kathryn Sullivan
2010 Hogback Road
Suite 2
Ann Arbor, MI 48105.
Achieving Workforce Diversity through Affirmative Action
Equal Opportunity Employer.

RN for OB/GYN office, Farmington Hills. OB experience preferred. 1 or 2 days/wk. 626-9971

RN's
HOME HEALTH AIDES, PT's, OT's
Personal Home Care of Michigan is looking for professional staff for our home health agency. We wish to hire our staff of professionals who are "Committed to excellence with the personal touch." If you are interested in adding to your professional staff please call Ann Goodnoh & or Oakland Counties please call, ask for Robbie Gilbert, 1-800-451-0481

RN/LPN
PRIVATE DUTY
HOME CARE
- Full time benefits
- Benefits/Bonuses
- Overtime Available

EXCELLENT PAY!
CALL TODAY!
AMERISTAFF, INC.
288-2270

RNS & LPNS
We need cardiac nurses for limited number of staff positions. Both part and full time. Must demonstrate interest in geriatrics. Salary commensurate with experience. Apply at: Mt. Vernon Nursing Center, 29715 Greenfield, between 10 - 11 a.m.

502 Help Wanted Dental-Medical

RADIOLOGY TECHNOLOGIST -
Accepting applications for registered or registry eligible Radiology Technicians. Two positions available, part time & full time. Apply at our Deepwood Upper Quadrille. Non smoker. Experience at will contract. Resume: President, 101 S. Waterman St., Plymouth, MI 48170
Phone: 647-1564

ASSESSING CLERK I
The Charter Township of West Bloomfield is seeking a person to perform a variety of clerical tasks involving the preparation and maintenance of the township's assessing rolls. Applicants should have a high school diploma or its equivalent, good clerical skills, competence in the operation of office equipment, proficiency in working with numbers and the ability to deal tactfully with the public. Experience in working with property descriptions is desired. Knowledge of computer and input procedures is a plus. 1991 salary range is $17,644 to $21,501.92 with an excellent fringe benefit package. Applications will be accepted until 4pm, Tuesday, October 14,1991 by the Personnel Department, West Bloomfield Township, 4550 Walnut Lake Road, Box 2050, West Bloomfield, MI 48325.
An Equal Opportunity Employer

AUTO DEALER needs New Car Biller. Experience preferred but will train right person. Excellent benefits including Health, Dental, Life. Apply Stark Hickey West. 24780 W 7 mile, Detroit, 48219

AUTO DEALER NEEDED
Experienced individuals for the following positions: Accounts Receivable/Payroll clerk. Desired exp. experience necessary. Apply in person at: Bob Stall Auto Mall, 33200 Grand River, Farmington Hills.

AUTO DEALER seeks self motivated entry level clerk. Some filing, back up switchboard operator. Must have good telephone personality. Full time position. Pleasant location. Apply in person Mon. - Fri., 9am-5pm & ask for Personnel Director, Toyota Toyota, 2027 Bo. Telegraph.

AUTO DEALERSHIP - Full time used car Dealer wanted. Must be organized. Experience preferred, but will train right person. 253-4402

BILLING CLERK
Who possesses 2 years experience in computerized billing/receivables along with other misc. data entry responsibilities. 60wpm minimum. This non smoking position will be a self-starter, eager to assist in all aspects of the department. Our nationally recognized, fast paced company offers the right person a salary commensurate with experience, medical benefits package. Forward resume to: Human Resources Director, 12351 Universal Dr., Taylor 48180

BOOKKEEPER - for Troy location, with data processing exp. Salary, salary. Great benefits. Send resume to: PO Box 1107, Troy, MI. 48099

BOOKKEEPER
Large Southfield based property management company seeks accurate detail oriented Bookkeeper. Send resume to: Bookkeeper, P. O. Box 507 E. Deerfield, Mt., 48046.

BOOKKEEPER/RECEPTIONIST
Part time flexible hours.
Plymouth area. 455-2710

BOOKKEEPER
3 plus years, full charge bookkeeper including experience with payroll preparation & job cost accounting. Fully computerized environment. Salary commensurate with experience, complete benefits package. Send resume to: Mr. Fox, Telecon, Inc., 1875 Research Dr., Ann Arbor, MI 48103.

bookkeeping
FULL CHARGE BOOKKEEPERS
2+ yrs. experience. Great Plains and strong Lotus skills helpful. Accounts Payable, Accounts Receivable, bank reconciliations

COLLECTIONS
Experienced collector needed. Min. 1 yr. experience. Skip tracing helpful. Some temporary to permanent position.

WE NEED YOU!
The world's largest permanent and temporary personnel specialist employing accounting, bookkeeping, data entry, and I/S professionals.
ACCOUNTEMPS
Southfield 357-8367
Troy 524-3100
Sunday calls returned.
Fees Paid by Client Companies.

BRIGHT PERSON wanted for part time secretarial position in small law firm. 20-23 hrs. Typing & telephone skills a must. Contact Sharon at: 334-2555

CAN'T FIND A JOB?
Work close to home with flexible hours! Immediate openings for the following skills:
WORD PROCESSORS
(ALL SOFTWARE)
RECEPTIONISTS
DATA ENTRY CLERKS
Top pay, Holiday Pay, Bonuses, Temp-Med Insurance.
LIVONIA, 464-2100
SOUTHFIELD, 352-1300
SNELLING TEMPORARIES
NEVER FEE

CASHIER
Auto Dealership experience. Mon. Fri.-9-5p to start ASAP. Call Mrs. Hall Jo at Tamaroff Dodge 354-6600

CASH RECEIPTS ANALYST
Hospital Consolidation Services Corporation, An industry leader in health care related services, has an immediate opening for a Cash Receipts Analyst. Qualified candidates must have successfully performed similar duties in a variety of cash receipts functions. If you are ready for this position, send resume and salary history immediately to:
HCS C.
700 E. BIG BEAVER RD., SUITE A
TROY, MI 48083
ATTN: Theresa Kava

IMMEDIATE OPENING - Nationwide van lines seeking full time experienced person with excellent ability in clerical, detail, computer input, & phone experience with the public. Salary commensurate with ability. Medical, life, dental. Send resume to: 41555 Koppernick, Canton 48187

CLERICAL/CUSTOMER SERVICE
Medical office seeks full time, 1 day/week Rd 35 $5.50/hr. + benefits. Hrs. Tues - Fri - 12-9, Sat. 10 -4. Call 476-2991, leave message

CLERICAL - fast growing food distributor seeks clerical help, 2 positions, 25-30 hrs per week. Resumes to: VSC Inc., 40400 Grand River, Ste H, Novi, MI 48375

CLERICAL/LEASING
Livonia area. Must have weekends and have transportation. $5.00 per hour. Approximately 30 hours per week. 473-2999

CLERICAL/MAIL CLERK
Opportunity to learn and advance. Start by learning. General clerical duties, typing skills required. Full time position with excellent benefits including 401K. Send resume to: Consolidated Tool & Manufacturing, Attn.: Human Resources Dept., 31440 Northwestern Hwy. Suite 125, Farmington Hills, MI 48334
A SUBSIDIARY OF BC/BS OF VA
EQUIPMENT TESTING COMPANY

CLERICAL PART TIME
Birmingham insurance agency
Flexible hours
540-9444

CLERICAL POSITIONS
Must be reliable self-starter, quick to learn for general office duties. Must have a professional attitude and some computer experience. Typewriter 60 wpm accurately, word processing, Lotus, bookkeeping, ability control, correspondence, all are pluses. Apply: Exotic Rubber & Plastics, 34700 Grand River, Farmington

CLERK - Trustworthy individual with telephone skills, typing, bookkeeping experience. Night shift only.
Call 844-5352

504 Help Wanted Dental-Medical

AMERICAN YAZAKI CORPORATION
6700 Haggerty Road
Canton, MI 48187
No Phone Calls Please
An Equal Opportunity Employer

504 Help Wanted Office-Clerical

ACCOUNTS RECEIVABLES CLERK
experienced in automotive accounts receivables preferred. Must be excellent typist. Full time, benefits. Redford area. 937-2020

ACCOUNTS RECEIVABLE CLERK
Experience required with computerized A/R system. Full time, full benefits. $6.50-$7.50/hour. Accounting, Inc. Sheraton Oak Park Hotel, I-96 at Hovt Rd. 349-5000

ADMINISTRATOR SECRETARY
Full or part time. Well established firm. Duties: communicating, organizing, research, typing, computer, filing, phone. Benefits. Apply: Degreed Upper Quadrille. Non smoker. Experience at will contract. Resume: President, 101 S. Waterman St., Plymouth, MI 48170
Phone: 647-1564

ASSESSING CLERK I
The Charter Township of West Bloomfield is seeking a person to perform a variety of clerical tasks involving the preparation and maintenance of the township's assessing rolls. Applicants should have a high school diploma or its equivalent, good clerical skills, competence in the operation of office equipment, proficiency in working with numbers and the ability to deal tactfully with the public. Experience in working with property descriptions is desired. Knowledge of computer and input procedures is a plus. 1991 salary range is $17,644 to $21,501.92 with an excellent fringe benefit package. Applications will be accepted until 4pm, Tuesday, October 14,1991 by the Personnel Department, West Bloomfield Township, 4550 Walnut Lake Road, Box 2050, West Bloomfield, MI 48325.
An Equal Opportunity Employer

AUTO DEALER needs New Car Biller. Experience preferred but will train right person. Excellent benefits including Health, Dental, Life. Apply Stark Hickey West. 24780 W 7 mile, Detroit, 48219

AUTO DEALER NEEDED
Experienced individuals for the following positions: Accounts Receivable/Payroll clerk. Desired exp. experience necessary. Apply in person at: Bob Stall Auto Mall, 33200 Grand River, Farmington Hills.

AUTO DEALER seeks self motivated entry level clerk. Some filing, back up switchboard operator. Must have good telephone personality. Full time position. Pleasant location. Apply in person Mon. - Fri., 9am-5pm & ask for Personnel Director, Toyota Toyota, 2027 Bo. Telegraph.

AUTO DEALERSHIP - Full time used car Dealer wanted. Must be organized. Experience preferred, but will train right person. 253-4402

BILLING CLERK
Who possesses 2 years experience in computerized billing/receivables along with other misc. data entry responsibilities. 60wpm minimum. This non smoking position will be a self-starter, eager to assist in all aspects of the department. Our nationally recognized, fast paced company offers the right person a salary commensurate with experience, medical benefits package. Forward resume to: Human Resources Director, 12351 Universal Dr., Taylor 48180

BOOKKEEPER - for Troy location, with data processing exp. Salary, salary. Great benefits. Send resume to: PO Box 1107, Troy, MI. 48099

BOOKKEEPER
Large Southfield based property management company seeks accurate detail oriented Bookkeeper. Send resume to: Bookkeeper, P. O. Box 507 E. Deerfield, Mt., 48046.

BOOKKEEPER/RECEPTIONIST
Part time flexible hours.
Plymouth area. 455-2710

BOOKKEEPER
3 plus years, full charge bookkeeper including experience with payroll preparation & job cost accounting. Fully computerized environment. Salary commensurate with experience, complete benefits package. Send resume to: Mr. Fox, Telecon, Inc., 1875 Research Dr., Ann Arbor, MI 48103.

bookkeeping
FULL CHARGE BOOKKEEPERS
2+ yrs. experience. Great Plains and strong Lotus skills helpful. Accounts Payable, Accounts Receivable, bank reconciliations

COLLECTIONS
Experienced collector needed. Min. 1 yr. experience. Skip tracing helpful. Some temporary to permanent position.

WE NEED YOU!
The world's largest permanent and temporary personnel specialist employing accounting, bookkeeping, data entry, and I/S professionals.
ACCOUNTEMPS
Southfield 357-8367
Troy 524-3100
Sunday calls returned.
Fees Paid by Client Companies.

BRIGHT PERSON wanted for part time secretarial position in small law firm. 20-23 hrs. Typing & telephone skills a must. Contact Sharon at: 334-2555

CAN'T FIND A JOB?
Work close to home with flexible hours! Immediate openings for the following skills:
WORD PROCESSORS
(ALL SOFTWARE)
RECEPTIONISTS
DATA ENTRY CLERKS
Top pay, Holiday Pay, Bonuses, Temp-Med Insurance.
LIVONIA, 464-2100
SOUTHFIELD, 352-1300
SNELLING TEMPORARIES
NEVER FEE

CASHIER
Auto Dealership experience. Mon. Fri.-9-5p to start ASAP. Call Mrs. Hall Jo at Tamaroff Dodge 354-6600

CASH RECEIPTS ANALYST
Hospital Consolidation Services Corporation, An industry leader in health care related services, has an immediate opening for a Cash Receipts Analyst. Qualified candidates must have successfully performed similar duties in a variety of cash receipts functions. If you are ready for this position, send resume and salary history immediately to:
HCS C.
700 E. BIG BEAVER RD., SUITE A
TROY, MI 48083
ATTN: Theresa Kava

IMMEDIATE OPENING - Nationwide van lines seeking full time experienced person with excellent ability in clerical, detail, computer input, & phone experience with the public. Salary commensurate with ability. Medical, life, dental. Send resume to: 41555 Koppernick, Canton 48187

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