EMPLOYMENT

500 Help Wanted

BOOKKEEPER
Part-time (Mondays, 20 hours per week - Monday through Friday), in a residential facility for children. Responsible for maintaining a balance sheet and working environment for residents and staff. Must be willing to do hands-on cleaning and must be able to communicate effectively with all levels of staff. Experience preferred. If interested send resume or complete application at:
St. Vincent & Sarah Fisher Center
27400 West Twelve Mile Road
Farmington Hills, MI 48334-4300
An Equal Opportunity Employer

INSIDE RENTAL REPRESENTATIVE
FULL & PART TIME OPPORTUNITIES
RYDER TRUCK RENTAL INC. the world's largest truck leasing and rental and leasing company has immediate openings in the Metro Detroit area. Ideal candidates will be seeking commercial and consumer customers with their truck rental needs both by phone and in person.

Qualified candidates should have excellent customer service, organizational and communication skills. This position could lead to management responsibilities within the company. Candidates will be required to pass a pre-employment drug test and physical.

RYDER OFFERS full benefits to full time candidates including medical, dental, life and paid benefits to part-time candidates. For immediate consideration, send your resume to:

RYDER TRUCK RENTAL INC.
738 Blackgeorge Highway
Troy, MI. 48083
Attn: Scott Schwartz

Insurance Verification Coordinator

Amicare Home Healthcare, a multi-site home healthcare company, is seeking a qualified and motivated individual for the position of Insurance Verification Coordinator.

In this position you will be responsible for the coordination of insurance coverage for all services provided to Amicare patients. Maintaining records of all verifications for billing purposes and serving as liaison between Amicare central support, the field branches and insurance companies.

The successful candidate will be a high school graduate with two to three years proven experience in insurance billing, billing, billing care, home care or medical office setting. Current knowledge of established standards and procedures of health insurance and basic knowledge of state of third party and commercial billing required. An associate degree in business discipline preferred.

Amicare offers a competitive salary and an outstanding benefits package to match your skills. To apply, please send your resume.

Amicare Home Healthcare

Human Resources Manager
34801 Twelve Mile Road
Farmington Hills, MI 48331

Achieving Workforce Diversity through Affirmative Action/Equal Opportunity Employer

JOB REPAIR/DIE SETTER
Chase Products, a leading stamping plant seeks persons experience with progressive dies and air feeds. General job knowledge helpful. Excellent benefits. Salary based on experience. Apply in person, 300 Industrial Dr., across from Unyse.

LABOR POSITIONS
FULL TIME
Hot Company in the Telegraph/I-94 Area seeking applicants for general labor positions. Send resume to: Box 648 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

LATHE OPERATOR - experienced only, full benefits, Bidwell Rolling Mill, 347-1230

LAYOUT & PASTE UPS
Needed immediately and permanent. Wed., Thur. & Fri., 8-5:30. Call Lisa between 9-1pm. 885-7800

LEASING POSITION
for large apt. community in Southfield, full time, benefits available 358-0400

LEASING POSITION
for large Westland apt community, part time weekends. 459-0600

LIBRARY TECHNICIAN
2 years college course work needed. 1 year library experience in a technical services area. Will input & maintain bibliographic records, serial record & item records on OPL, evaluate & process materials for binding. Send resume to:
University of Detroit Mercy
Human Resources
P.O. Box 19900
Detroit, MI 48219-3599
An Equal Opportunity Employer
Affirmative Action Employer

LICENSING IN REAL ESTATE
Our students have a 90% pass rate on the State Exam.
We GUARANTEE your money back if you don't pass the State Exam.
Classes starting soon. Call
Lake Course at 356-7111 for details
SOUTHEASTERN INSTITUTE OF REAL ESTATE

LIGHT PACKAGING
Choice Livonia location, $4.25 plus overtime. Three shifts. Call Lisa at Interforce 473-2934

LIGHT PACKAGING
Plymouth Road/Middlebelt Area. 3 shifts. $4.25 per hr. Apply: Temporary Associates, 35499 Plymouth Rd. at Sears Bl. 8am-4pm.

LOCKSMITH
Send resume to
411 Main St.
Rochester, MI 48307

MACHINE OPERATORS
full time positions open for people with CNC & conventional process sheet experience. Working knowledge of SPC. All shifts open in Wixom. Good benefits.
437-6842

MAINTENANCE & general shop repair person - full time. Small manufacturing plant in Farmington Hills. Apply at Shaw & Blarney, Inc., 13421 Stamping, Livonia.

MAINTENANCE POSITION - immediate opening. Must have ability to repair & perform all maintenance. Call Yvonne today 274-5462

MAINTENANCE PERSON
Experienced in all phases of building maintenance including large HVAC units and their controls. Send resume, Pat, PO Box 8164, Bloomfield Hills, MI 48303-0864

MAINTENANCE PERSON - experienced. Must have 3-5 years experience in apartment maintenance, have pipe tools & be knowledgeable in A/C, heat, plumbing, electrical & tile work, etc. Must have resume. Live on-site. Call Mon-Thurs ONLY, 10am-4pm. 478-0327

MAINTENANCE SUPERVISOR
Senior citizen apartment complex seeks a qualified person in heating & cooling, plumbing, electrical & general maintenance. Apartment provided, good salary & benefits. 313-728-0088 or send resume to 41258 Pond View, Sterling Hts., MI 48310

MAKE-UP ARTIST - entrepreneurial opportunity for fashion oriented person within a busy Birmingham salon. Full time, call today 642-3982

500 Help Wanted

MVM RESIDENTIAL SERVICES
is seeking a Manager for our A.I.B. Downriver Group Home. Qualified applicants should have completed part I DMH training & 1 year supervisory experience. Knowledge of M.S.S. rules are a plus. All interested applicants should submit cover letter & resume to:
MVM Residential Services, Attention Helen Bowden, 2934 Breakwater
Ann Arbor, MI 48104

LICENSED MANICURIST for sales order desk. 3 days per week. Benefits. $13,000 yr. Fee paid by employer.
Employment Center Inc. 988-1634

MANAGEMENT TRAINEE
No experience necessary, corporate sponsorship, needs to open branch offices in area.
Rochester Hills 373-8030

MANAGER FOR PRODUCTION SCHEDULING, PURCHASING, INVENTORY CONTROL. Medium size Oakland County job-shop type manufacturing company with locations in 3 states seeking full time manager for production scheduling, purchasing & inventory control. Experience required, good benefits. Salary negotiable, commensurate with experience. Forward written resume to box 648 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150
An Equal Opportunity Employer

MANAGER TRAINEES
Looking for men & women in greater Detroit area for management positions.
• No Experience Necessary
• Area Manager Earns $50,000 +
• Bonuses & Insurance
Registration # accepted.
Call Now!
Warren 558-8228
Livonia 425-5230

MANAGER TRAINEES - are needed in Metro Detroit retail stores. Qualified candidate must be reliable, willing to work at least 40 hours a week including weekends, willing to work at least 60 hours a week including weekends, willing to work at any of the locations and have reliable transportation. Previous management or supervisory experience is a plus. Must be between 18-31 and a resident of Wayne County (not Detroit). 454-1660
An Equal Opportunity Employer

MANUFACTURED HOME SALES
Due to company expansion, we are presently looking for people who possess the following qualities.
1. Sales ability.
2. Ability to work with the public.
3. Experience preferred
Will train.
4. Professional experience
5. Possible relocation.
6. Salary, plus commission
7. Excellent phone skills.

Please send resume to:
Homestead USA
12050 Telegraph Rd.
Flat Rock, MI. 48134
An Equal Opportunity Employer

NO PHONE CALLS PLEASE

MARBLE & STONE REFINISHERS
Great opportunity to advance.
Experience preferred.
Call 8AM-5PM 459-6870

MARKETING TRAINEE
Local office of national organization needs a few good people willing to work hard and be trained. Earn while you learn. Guaranteed $25,000 first year income.
Call Dale 981-2044 356-3748

MASONARY ESTIMATOR WANTED
Please send resume to: BOX 652, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

MASTER TAILOR
For high fashion mens store in Southfield. Full time position. Call 559-8111

MEAT CUTTER
Part time mornings
Westland Livonia area
Ask for E.J. 427-0180

MECHANIC
Electrical and pneumatic tool background required. Full benefits after 90 days. Apply in person
US Industrial Tool, 15101 Oest, Plymouth.

MECHANIC/FULL TIME
AMF 8270 machine. For Super Bowl, Bowling Center, in Canton.
Call Sandy: 459-0070

MECHANICS WANTED
Major transportation company at Metro Airport. Experienced diesel & Ford vehicles. Starting pay journeyman $8.53, pay increase after 90 days - Benefits. 941-3258

MECHANIC/WELDER
Heavy Diesel truck repair.
Send resume to: Po Box 250181, W. Bloomfield, MI 48325-0181

MILL HAND
EXPERIENCED
LIVONIA
522-5990

MOLD SHOP - immediate opening on night shift for CNC, R DIM Press & EDM Operators. Revd area.
348-9155

MORTGAGE Company in Southfield needs entry level POST CLOSER
Call Mrs. Cole
356-5550

MORTGAGE PROCESSOR/
underwriter needed for fast growing, friendly, progressive Southfield mortgage company. Must be personable with at least 1 yr. of experience 353-4555

MOTEL MANAGER
Excellent working conditions 38 units North Woodward area. Benefits hospitalization, life insurance, manager's apartment. Send resume to Box 510
Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

MOTEL NIGHT CLERK
Week nights, Farmington Hills
Restrooms welcome
Call: 474-8590

MUSIC DIRECTOR - 2 shows Salary negotiable. Send letter & resume to King of Kings Lutheran Church, 41300 Schoenherr Rd., Sheldy Twp., MI 48315

NAIL TECH/MANICURIST
Good commission, own boss, pleasant atmosphere, rental & option. Canton, Lilley & Joy 459-7350

NAIL TECHNICIAN - Full clientele waiting. Also 1 full and 1 part time hairdresser needed. Robin's Salon 644-7710 855-7829

NIGHT AUDITOR - full/part time. Hotel experience necessary. Apply in person only, Ramada Inn, 30375 Plymouth Rd., Livonia.

NOW HIRING Full time Lube Technicians. Automotive experience a plus but not necessary. Apply in person, Uncle Ted Oil Shops, Livonia, 36471 Plymouth Rd. or Farmington Hills, 30140 W 12 mile Rd

NOW HIRING
Part Time work. Full time pay! Telephone appointment setting. Evening hours. No selling. $6 $5/hr. and up. Call Mrs. Blout at 427-8321

NURSE AIDE to care for young man (age 25). Good pay. Must have transportation. Livonia area.
Call 425-3384

OFFICE ASSISTANT - CRT Operator/Receptionist for Livonia based progressive medical supply company. Reply in confidence to P. O. Box 8188, Livonia, MI. 48151
An Equal Opportunity Employer

OFFICE CLEANING
EXPERIENCED
part time evenings. Haggerty & Ecorse Rd., area 453-4545

OPTICAL

HUVISION is accepting applications for dispensers/sales people. Previous optical and or sales experience helpful, but we provide a full optical training program. Most hours are required. Please apply in person at
HUVISION BRIARWOOD MALL
Ann Arbor, Bev at, 769-6777

500 Help Wanted

NIGHT AUDITOR
Must have experience. Friday & Saturday nights, midnight until 8am. Apply at Radisson Hotel Sheraton at jnn, 29000 Grand River, Farmington Hills.

OFFICE CLEANING
Downtown Detroit firm seeks full time persons to work on office cleaning crew. We are seeking reliable & dependable, experienced persons with general cleaning duties & strong emphasis on professional appearance. Excellent benefits package all company benefits. Working hours are, 4:30pm-12:30am, Mon. thru Fri. Qualified candidates need only apply. For consideration send resume & salary expectance to:
Office Cleaning
P.O. Box 779
Detroit, MI 48231

OIL CHANGE TECHNICIAN
Pennzoil location. Experience necessary. Full time. Must be neat and reliable. Call for interview. 478-1313

OIL CHANGE TECHNICIANS
Full time. Will train.
Pennzoil Service
455-9430

OPERATIONS/TRADING
A Birmingham investment firm is looking to fill a position in Operations/Trading. Primary duties are posting and reconciliation, statement preparation, transaction verification, information flow, transaction management, act as liaison and back-up to trading function. Securities industries experience and knowledge of DTC and trading required. Please send resume to:
P.O. Box 3043, Birmingham, MI. 48012-3043

PARALEGAL
with 2 plus years experience with background in general litigation, for Southfield law firm. Must be able to work independently, organized, reliable, motivine, etc. Strong writing skills. Competitive salary and benefit package. Please send resume to: Office Manager, 31 W 80 Hours & week including weekends, willing to work at least 60 hours a week including weekends, willing to work at any of the locations and have reliable transportation. Previous management or supervisory experience is a plus. Must be between 18-31 and a resident of Wayne County (not Detroit). 454-1660
An Equal Opportunity Employer

PART TIME DAYS
Mature person to work days, approx 24 hours per week counting time, numerous stores. Must be good in math & love to drive. 422-4253

PART TIME positions are opended to work with america's largest inventory company. Must be available to work days and/or evenings & weekends. 10-key experience helpful. Call Mr. Stein 645-8533

PATTERN MAKER/MOLD MAKER. Bench hand. Experienced in either the cast, plastic injection or patterns & composites. Livonia manufacturing firm. Call 8am-5pm 522-1422

PC ASSISTANT

Amicare Home Healthcare, a multi-site home healthcare company, is seeking a qualified and motivated individual for the position of PC Assistant.

In this position you will be responsible for providing services and support for microcomputer hardware and software for Amicare staff in central and field sites.

The successful candidate will have post secondary education or equivalent computer experience with a proven knowledge of PC hardware, MS-DOS and popular software packages used in business environments. Knowledge of word processing, spreadsheets and data base graphics. A basic understanding of modems and communications software. Strong interpersonal, analytical and problem solving abilities required. Excellent interpersonal, organizational and communication skills, with the capability of assisting end-user needs and skill levels. Prior training PC's. The ability to travel required. Travel will primarily be in Michigan, but will also include Iowa and Indiana.

Amicare offers a competitive salary and an outstanding benefits package to match your skills. To apply, please send your resume to:

Amicare Home Healthcare

Human Resource Manager
34801 Twelve Mile Road
Farmington Hills, MI 48331

Achieving Workforce Diversity through Affirmative Action/Equal Opportunity Employer

PERSONAL BANKER
Republic Bank SE is currently seeking an outgoing and energetic person to work in our Bloomfield Hills office. Candidates should have previous bank experience and also working directly with the public. Send resumes to: Republic Bank SE, 1700 N. Woodward, Bloomfield Hills, MI., 48304, Att: Human Resources.

PLANT MANAGER
Strong experience in production, shipping & receiving, warehousing, inventory control. Only experienced need send resume to: 30800 Telegraph, Bld. 3250, Bingham Farms, 48025, Attn J.L.F.

POOL ATTENDANT - Part time for a variety of duties in health club. Must work evenings and some weekends. Apply at River Oaks Apartments on Novi Rd., S. of 10 Mile 348-0967

PRESSERS - EXPERIENCED for dry cleaners, full time, livonia area
484-0003

PRINTING COMPANY needs full time/part time 4-color stripper with camera experience. Call after 10am: 835-9044

PRINTING - Experienced press operator for Heidelberg and small textured presses. All shifts Romulus. Call 8am-3pm 941-3510

PRINTING - hiring experienced Stripper. Must have color experience. All shifts. Full time. Call 8am-4:30pm 941-3510

PRODUCTION SUPERVISOR

Established Class 1 steel processing center seeking experienced (3-5 years) candidate for Class 1 slitting operation. Ability to communicate & train, along with a maintenance background a plus. Excellent benefits package. Send resumes to Kaiser Steel, attention Human Resources, 4343 Wyoming, Dearborn, MI 48126
An Equal Opportunity Employer

PROPERTY MANAGEMENT FIRM seeks aggressive Manager for large apartment community. Marketing and leasing experience preferred. Excellent opportunity, compensation and benefits. Send resume to Personnel Dept., 31000 Telegraph, Suite 210, Bingham Farms, MI., 48025

PROPERTY MANAGER
Large Property management company seeks a smoothness organized individuals for Resident Manager positions at local apartment complexes. Great opportunity for advancement. Salary package includes apartment. Send resume to Property Manager, P. O. Box 9071, Southfield, MI., 48086

QUALITY CONTROL ASSOCIATE
For progressive manufacturing company, for statistical analysis & related functions. ITE experience preferred. Familiarity with capability studies, gage R&R's, etc., a must. Short-term contract with long term possibilities. Salary negotiable. Apply at 400 Industrial Drive, Plymouth, (across from Unyse)

REAL ESTATE/FINANCE
Real estate advisory firm seeks temporary Assistant Financial Analyst to provide financial/administrative support for underwriting & commercial loan servicing. Accounting experience & proficiency in Lotus 1-2-3, is essential. Send resume & salary history to: Acquest Realty Advisors, Inc., 300 E. Long Lake Rd., Ste 353, Bloomfield Hills, 48304. Attention Bonnie Miller.

500 Help Wanted

PROPERTY MANAGER
Large residential rental community in Southfield. 3 years experience required. Fax resume to Sharon at 708-658-3021, or mail resume to: Executive Affiliates Inc., 47w210 Route 30, Big Rock, Illinois, 60511. Attention Sharon.

QUALITY CONTROL LEADER
precision metal machine shop in Farmington Hills is looking for person experienced in production inspection of precision steel parts. Quality Control, first & final piece inspection, gauges, mics & SPC experience. Call Mon. thru Thurs. 9-3 473-6308

REAL ESTATE CAREER
AUDITIONS
WE WANT YOU
We will train you and start you on a long term high-income career. Call
Julie Dudek, Westland
REAL ESTATE ONE
326-2000

RECEPTIONIST, NIGHTS - needed for retirement apartment complex in Rochester Hills. Flexible nights & hours. Call 375-2500 or stop by 3250 Walton Blvd. to fill out an application.

REFRIGERATION SERVICE TECH
Minimum 3 years experience
Good pay & benefits.
968-0170

RESEARCH INTERVIEWERS
Westat, Inc., a Social & Behavior Research firm, needs interviewers to conduct household interviews for the U.S. Department of Education survey which requires a writing sample of America's adults. Car required. Minimum 25 hrs./wk. Mainly evenings and weekends. Work to begin starting Feb. Hourly rate + 24¢ a mile. Call Ms. Mills between 10am-3pm, at: 800-934-9717
Equal Opportunity Employer
Minority/Female/Handicapped/Vet

RESIDENT MANAGER

For large suburban apartment complex. Must have strong maintenance skills & managerial background. This is a career opportunity & requires a total commitment. Must be available to live on site. Good salary and benefits for the right person. Only applicants who meet these qualifications need apply. Please call Ms. Dassori at, 313-569-8880

RESIDENT OFFICE MANAGER
Canton apartment complex. Good pay plus free apartment.
Call John 643-7600

RETAIL BAKERY MANAGER
Full time, Tues. - Sat. Apply in person, Baking By The Acers, Tues. - Sat. 10-7 30600 Telegraph Rd. N. of 12 in Southfield Commons.
For more info call. 424-8660

RETAIL STORE
MANAGERS

to $28,000 Salary + Bonuses
experience in retail. Benefits. Bonus 5 days 50 hour work week
Employment Center Inc. 569-1634

SALON ASSISTANT
needed for Northville salon. Exceptional opportunity. Call 348-3300

SATELLITE & OUTDOOR ANTENNA
INSTALLATION/SERVICE
• Some spanish helpful necessary
• Full/part time
• Benefit package
CENTURY. 313-227-5422

SEAMSTRESS position available. Hours are flexible. Sewing experience preferred. Flexible hours.
Plymouth/Livonia area 451-0778

SECRETARY
ADVANCE SECURITY

Immediate openings
$5.00/hr to start
• Free Uniforms
• Paid Holidays
• Paid Training
• All Shifts

RETIREES WELCOMED
CALL 553-8700
Equal Opportunity Employer M/F

SECURITY GUARDS - needed to work at various Metro Detroit locations. You must be trustworthy, hardworking and dependable. Willing to train the right person.
If you are between 18-21 and a resident of Wayne County (not Detroit or Downriver) call for an appointment. 454-1660
An Equal Opportunity Employer

SECURITY OFFICERS
Needed to work a large industrial account in the South Lyon area. Non armed account. Starting wage $3.50 per hr. with Co. health & benefits package. Prior experience & plus Retirees welcome. Interested, apply Mon.-Fri., 8:30am-3:30pm at:
NATION WIDE SECURITY
2312 CAMPUS DR.
ANN ARBOR, (971-5858)
OR:
23800 W. 10 Mile
Southfield, (353-0500)
An Equal Opportunity Employer

SHOP TECHNICIAN
TRW Gory Centers, Corp Shop Technician, will train. Must have good driving record, starting $13.00 month Medical, dental, profit sharing, retirement plan, 401K plan, and other benefits package. Drug testing and pre-employment. Call for appointment only, call 953-0422 Fri. 12/13, between 11am-1pm

SHOP WORKER
Part time for trophy shop in Southfield. Will be ready with tools and read ruler. Flexible hours.
Call for interview
Lachman & Co
248-944-9444

SNOW REMOVAL CO. in Redford looking for drivers and helpers. We offer premium pay for midnight hrs. Call. 538-3600

SPORTS MINDED to $20,000 Management trainee. Call for store manager in 1½ & earn $35,000 year up. Full benefit.
Employment Center Inc. 569-1634

SR CITIZEN AIDE/DRIVER
Canton Township is accepting applications for the position of Sr. Citizen Aide/Driver. To perform a variety of tasks related Sr. Citizen Program and assist the Senior Citizen Coordinator of Township vehicle delivering meals to Sr Citizens. Applicant must have excellent driving record with no more than 2 points on current record. Approximately 13 hrs per week $5.25 per hr. Last Date for filing December 13, 1991 at 4:00 P.M. Apply at Canton Township, 1150 S Canton Center Road, Canton, MI. 48188
An Equal Opportunity Employer

STOCK PERSON - for small retail business, thinker & doer needed, shipping & receiving. 478-1955

STOCK SUPPORT PERSONNEL
Health care industry company seeks employee to start pick, pack and ship. $5-$6 per hour
Call 8AM-11AM. 462-0550 Ex. 124

SURFACE GRINDER - experienced only, full benefits, Bidwell Rolling Mill, 347-1230

TAX PREPARER
with client base
348-4183

TEACHER for Nardin Park Community Pre-School. Starting Fall 1992, Tuesdays & Thursdays. Early Childhood or Elementary Ed. degree & experience preferred for our quality program. Send resume to
22416 Heathermood Ct., Farmington Hills, MI 48335

500 Help Wanted

SPANISH TEACHER, part time, (2-4 hours per week) Salary approx. $48 an hour, training and materials provided. Phone: 348-7118.
Oakland, 334-5531.

SPC/PC COORDINATOR
Medium size Oakland County job-shop type manufacturing company with locations in 3 states, seeking full time SPC/PC Coordinator. Beginnings of program in place. Experience required, good benefits, salary negotiable, commensurate with experience.
Forward written resume to: Box 648 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150
An Equal Opportunity Employer

STYLIST
with clientele needed for progressive Northville salon. Call 348-3130

TEACHER for Nardin Park Community pre-school. Starting Fall 1992. Tuesdays & Thursdays. Early Childhood or Elementary Ed. degree & experience preferred. Send resume to
22416 Heathermood Ct., Farmington Hills, MI 48335

TEACHER
With degree and experience in early childhood education, preferably preschool enrichment program. 10-20 hours weekly.
464-1276

TEACHING ASSISTANTS for school-age program. Full time available for nationally accredited Nursery School in Livonia. Recreational background preferred.
Call Sam-4pm, ask for Middle School
848-7717

TELEMARKETERS WANTED to set appointments for Plymouth office. Experience helpful. Part time, flexible hours. 453-3100

TELEMARKETERS - EXPERIENCED
$6.00 per hour + bonuses.
Call Keith at 543-7810

TELEMARKETING
NEXUS HAIR & EAR PRODUCTS. Immediate position available. Exciting opportunity for experienced telemarketer. Established accounts & cold calling. Minimum 2 yrs. sales experience (all/part time. Hourly/commission/benefits. Non smoking office. Call Mark Dale 313-459-7300

TELEMARKETING MANAGER
needed in Livonia. Telemarketing background in "computer sales" needed. Salary $350-$400/wk. Leave message at 313-853-3934

TELEPHONE APPOINTMENT SETTER
Flexible hours. Part time - approximately 33 hours each month. Phone experience preferred. Base plus incentive. (614) 965-3603

TELEPHONE INTERVIEWING
Dynamic Marketing Research Firm is seeking motivated, part time telephone interviewers for all shifts (DAYS, EVENINGS & WEEKENDS). Qualifications are: Excellent Phone Skills, Computer and/or Typing Skills, ideal for homemakers, students, retirees, those interpreting the job market. NO SALES INVOLVED. Call Sandy 10am-4pm 837-4021

TELEPHONE WORKERS
Part time. Hourly pay plus bonus. Make local calls to Redford, Farmington, Farmington Hills, Livonia, Westland, Dearborn, Dearborn Hts. area. Call The American Council of the Blind, 9am-8pm, Monday-Friday day 928-2585

TELLER/PART TIME
For Friday, 12-8:30, Sat. 9-5:30, Fri. 9-7:30, Sat. 9-1:30. Requires strong public contact & excellent math adding & calculating skills. Must be professional in attitude and appearance. Two weeks full time training. Retirement & tuition assistance programs offered. Ideal for college student. Apply at: Community Federal Credit Union, 500 South Harvey, Plymouth.

TRAINING
WORD PROCESSOR/LOTUS
HEATING, VENTILATION & AIR CONDITIONING
NO COST
ITT Career Training Center is offering a 15 week course in WordPerfect 5.1 & Lotus applications. This course will provide experience in keyboarding, word processing & Lotus spreadsheets. We are also offering a 13 week heating ventilation & air conditioning course which will provide "hands on" training in the installation, trouble shooting & repair of HVAC equipment. Both courses are concentrated short term technical courses designed to prepare you for employment.
JTPA FUNDED
PLEASE CONTACT
THE TRAINING CENTER
FOR FURTHER INFORMATION
333-7700
Equal Opportunity Employer
Minority/Females/Handicapped/Vet

Telemarketing/ Customer Service

We have several positions available in the northern Oakland County area for experienced sales oriented individuals. Telemarketing, customer service/phone sales and data entry experience required. Day, evening and weekend shifts. Call today for more information.

ENTECH SERVICES, INC. 377-4980

WKFC/WXYZ/WCSX
Immediate openings for part time sales representatives. Flexible hours, days and/or evenings. Typing helpful, attention to detail and people skills required. Professional demeanor required. Qualified candidates send resume or apply at:
ADSTRA CORPORATION
101 Union
Plymouth, MI 48170
Attn: Randy Boehler
EOE

TRAVEL AGENT - Birmingham based travel agency seeks experienced agent for corporate & vacation. Monte 644-5711 Evenings 563-8023

TRAVEL AGENT - Experienced only apply within. Must have over 1 yr. experience. Excellent Benefits. Call Sandy at 478-1313

TRAVEL COUNSELOR
Corporate experience for busy corporate travel agency at Farmington Hills. Sabre experience preferred but, long term commitment & experience. Send resume to: Box 500 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

TREE TRIMMERS WANTED
Full time, year round, long term employment. Full benefit package. Experience preferred. 313-344-4843

TRUCK PORTERS, PART-TIME
To run locally. Must have CDL license. Contact Mark
451-0660

UNISON Dedi-tru operator, experienced only, full benefits, Monday-Friday, Minimum 3 years experience. 347-1230

UPHOLSTERER/EXPERIENCED
Office chair manufacturer looking for experienced upholsterer. Pay commensurate with skill.
464-1888

VALET POSITIONS - available at area hospitals. You must have a good driving record and willing to work out in the cold. Qualified candidates must be between 18-21 and residents of Wayne County (not Detroit). Call for an interview 454-1660
An Equal Opportunity Employer

VERY BUSY - 24 hour message board. Immediate openings. Southfield area. Will train. Morning & midnight shift $5 to start. 569-0696

WAREHOUSE WORKERS

ALL SHIFTS AVAILABLE
$5 per hour and up. Long/short term assignments. Some temporary to permanent positions

ARBOR TEMPS 459-1166

WAYNE WESTLAND COMMUNITY SCHOOLS Adult/Community Education Collection Procedures. Contact Supervisor. 591-0847

CERTIFIED NURSE AIDES, LPN's & RN's for private duty only.
Northwest area. Dependable Health Care, Inc. 277-6888

CHAIRSIDE ASSISTANT
Experienced, part time days/evenings with some front desk knowledge 4:30pm-8pm Mon and Thurs. 8am-7pm Sat.
Call Kathy 425-7010

CLINICAL DENTAL ASSISTANT
for busy Southfield practice. Experience required. Hourly. Benefits. Resume to P.O. Box 250734, W. Bloomfield, MI. 48325

CNA'S
Immediate openings. All shifts available. Competitive wages. Immediate openings
RELIABLE NURSES 981-3344

DENTAL ASSISTANT - Full or part time. Energetic person experienced in expanded duties. Excellent salary and benefits for Farmington Hills office. Call 474-2290

DENTAL ASSISTANT - Full time. Experience preferred. Will train the right person. Empty nest, re-entry encouraged. Westland. 722-0500

502 Help Wanted Dental-Medical

MEDICARE/MEDICAID BILLER
Computer literate person needed to help train and support users of their nursing home billing software. Flexible hours possible. Requires mature well organized person experienced with computers and Medicare/Medicaid billing. Non-smoking office. Salary commensurate. Send resume to: Attent.: Personnel, 27000 Grand River, Suite 110, Farmington Hills, MI. 48335

ANN ARBOR PODIATRY ASSISTANT - Immediate front and back office openings for enthusiastic, reliable non smokers. 25-35 hours or more. Salary based on ability.
930-0402, 24 hours.

ASSISTANT DIRECTOR OF NURSING
Position available at Applewood Nursing Center.
We are seeking a highly motivated nurse with 2 yrs. of progressively responsible long term care and management experience to join our nursing team in a major leadership position. Applicants must be a registered nurse & to advance professionally in a high quality skilled nursing practice. Call 357-3306

DENTAL ASSISTANT
Busy periodontal office in Livonia is looking for a part time assistant, 3 days a week. Chairside experience preferred. Call Ann 522-7314

DENTAL ASSISTANT NEEDED
Warm, caring, conscientious Dental Assistant to work expanded duties in busy patient-oriented practice. Experienced only need apply.
Contact Barbara 422-4350

DENTAL ASSISTANT
Full time position available for motivated person with 1 year experience. Call DJ. 729-1700

DENTAL ASSISTANT
full time, 4 days, no evenings or Sats. Experienced. Joy & sister in law.
Call 478-2580

DENTAL ASSISTANT - Experienced in 4 handed dentistry. 30-38 hours per week. Up to $12 per hour. Mention W. Bloomfield office 851-2990

DENTAL ASSISTANT Wanted: For Oral Surgeon's office. Downtown Clarkston area. Must have experience. For more information call. 422-5480

DENTAL ASSISTANT
Part time. Call between 8am-5pm, Mon-Thurs. Huntington Woods area. 398-4366

DENTAL ASSISTANT/RECEPTIONIST
(3) front office leader experienced, group practice, experience required, part or full time. Oak Park. 968-5540

DENTAL ASSISTANT - Part time for dentistry in Thursdays, 8-5pm. Great Greatest office, great benefits. Call Leslie at 644-1100

DENTAL ASSISTANT
Experienced needed for Taylor & Southfield areas. Please call
563-5010

DENTAL ASSISTANT
Chairside, Part time, Garden City. Experience preferred. 425-4400

DENTAL HYGIENIST
Needed for general dentist's office in Livonia.
Please call 532-7542

DENTAL HYGIENIST
outgoing dental hygienist needed, part time for perio conscious Southfamily practice. 425-6530

DENTAL HYGIENIST
Opportunity for a caring & people oriented family practice. Experienced. Mondays 11-7. Friday 8-2
541-1388

DENTAL HYGIENIST - part time, Friday 8-5 and Saturday 8-1. Preferred Livonia office. Leave message with Lynda 537-2988

DENTAL HYGIENIST
Mon. evenings for busy W. Bloomfield practice 737-2090

DENTAL HYGIENIST
Progressive Livonia office
Good pay & benefits.
522-7818

DENTAL HYGIENIST - Part time. Experienced hygienist to work Tuesday, Thursday & Wednesday, 6-7:30 PM., and possibly Saturday. Progressive, friendly Southeast Livonia office 522-5324

DENTAL HYGIENIST WANTED
Full time for Monday thru Friday no Sat. in the Township Ann Arbor area. Good hours, great benefits. Ask for Leslie 484-1100

DISPENSING OPTICIAN
Part & full time for nursing home practice 375-2686

502 Help Wanted Dental-Medical

CHIROPRACTIC ASSISTANT
Looking for a long-term part-time employee to work Mon., Wed. & Fri. 2:40pm-7:30pm. Clerical skills required. Willing to train qualified individual. 27127 Joy Rd., ½ blk. W. of Inkster Rd. 522-5501

COMMUNICATION COORDINATOR
Birmingham orthodontic office seeking a patient communication coordinator to assist with new patient source, financial contracts and word processing. Strong communication and selling skills required. Call 647-0066

CUSTOMER SERVICE REP
Must have experience in the dental or medical field and a minimum of an Associates Degree. Self motivated and people oriented applicants only need apply.
Call 3-5PM. 482-0550 Ex. 124

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DENTAL HYGIENIST Needed for progressive practice in Canton. Practice minded practice. You must be comfortable with root planing and all phases of hygiene. Wages commensurate with experience. Call 451-5242

DENTAL OFFICE needs front desk collection expert, part time, 3-4 days per week. Experience essential. Please call Linda at: 422-6660

DENTAL OFFICE MANAGER
needed, full time, salary based on experience. 11 Mile & Woodward area 398-5058

DENTAL RECEPTIONIST
Experienced with full knowledge of dental insurance & accounts receivable for pleasant Troy office. Call Chris between 8am-2pm 879-7755

DENTAL RECEPTIONIST
Mature person needed for a very busy dental office in Novi, full time. Call & leave message 348-1964

DENTAL RECEPTIONIST
Experienced full time for a West Bloomfield modern computerized dental office. 963-6610

DENTAL RECEPTIONIST
Full time position available, note, in Oakland County business park. Good telephone skills needed. Our business is growing and your practice will welcome you if you are a cheerful, responsible individual. Weekend area. Salary based upon experience and ability - full benefits. Contact Jean. 729-5800

DENTAL RECEPTIONIST - full time position in Farmington Hills. Experienced only need apply. Call after 6 weekends. Please call 474-8080

DENTAL RECEPTIONIST
Experienced office manager is available individual. Progressive office has been operating for a new team member. We are an office in motion looking for a motivated, meticulous, sensitive person to join our group. Job requirements include: outgoing personality, special smile, dental insurance, insurance forms & great benefits. Call Darlene today 647-5434

DENTAL SECRETARY
N. Farmington Hills 2 doctor general practice. No evenings or Saturd