500 Help Wanted

STYLISTS full or part time. Farmington Hills/West area. Experience preferred. Commission, incentives, paid vacation, bonus. 478-7129

SWITCHBOARD OPERATOR - for busy Southfield mortgage co. Full time. Evening preferred. Good benefit package. 353-5700 ext 142

TAPPER OPERATOR
Clean, efficient, quality metal stamping. Need two persons for the afternoon shift. Aggressive training program in place. Total Quality Management practiced throughout. Excellent benefits. Salary based on experience. Apply in person 9am-3pm only, 500 Industrial drive, Plymouth (Across from Unysis)

TAXI DRIVER NEEDED
Part time, flexible hours, take area resident only. Pay on commission basis. 360-4618

TEACHER/AIDE
Education or experience required for licensed day care in Farmington Hills. Flexible hours. 477-8681

TEACHER'S AID
wanted for Farmington area preschool interviews to be held, Tuesday, March 17. 851-4166

COLLEGE/HIGH SCHOOL Students, anyone that wants to work 24-30 hours per week and make up-wards of $300/week. If you have good personality, like to enjoy people, and can handle rejection over the phone, call our Garden City office for an personal interview and ask for Mr. Edwards. 522-0283

EXPERIENCED TELEMARKETER
3 days per week. Flexible hours. Production bonus. Please call Christine Darrell to set up an interview. 852-4600

TELEPHONE ORDER TAKING
Incomes to $300/week. Plus experienced Sales Reps. Southfield area. Hrly wk
telemarketing 351-4700

MONEY FOR YOUR EDUCATION

If you're looking to pick up some extra money for your college education, call us today. We need part time demonstrating help in our local office with the opportunity to travel to so office at Central Michigan, Michigan State, Ferris State or Western Michigan. We provide full training, great pay, and advancement opportunities. Call between 9.00 pm and 8.30 pm. Southfield 559-4330 or Livonia 421-0435

TELEMARKETING
Evening shift, comfortable atmosphere. Prior sales experience helpful but not necessary. Call Kori after 7pm. 478-8311

TELEMARKETING

Experienced telemarketer needed to generate leads for a fast-paced sales division of a growing mobile communications firm. Full-time. Paid training, hourly wage and commission. Call Birmingham office, 8:30-5 pm, Mon - Fri. 645-8292

TELEPHONE INTERVIEWING
Dynamic Marketing Research Firm has immediate part time openings for phone interviewers for all shifts (DAYS, EVENINGS & WEEKENDS). Qualifications are: Excellent Phone Skills, Computer and/or Typing Skills (ideal for homemakers, students, retirees, those re-entering the job market). NO SALES INVOLVED. Call Sandy 10am-4pm 827-4021

Telephone Surveyors

No sales involved. Oakland County location. Evenings and weekends available. Ideal for College Students or Homemakers. $5.50-$6.00 to start.
EXPRESS SERVICES
643-4365
Never A Fee Never A Fee

TELEPHONE WORK
available now. Part time. Allen Park and Westland locations. Call 281-6918

THEATER HELP WANTED
works at 1 of Michigan's largest theaters. Entry hard working, have transportation & work nights. Apply in person 23275 Greenfield Rd., Southfield. Call 559-2050

THE CITY OF PLYMOUTH is seeking white and minority candidates to work part time at the Recycling Center. Please Call, 455-1392.

THINK SPRING
Earn $ Today
Warehouse Jobs Available

Call Today!
WOLVERINE
STAFFING SERVICES
358-4270

TOUR GUIDE/
MOTOR COACH OPERATOR
Travel the USA & Canada. Must enjoy travel & meeting people with people. Driving experience & plus/well train for excellent career opportunities. Medical/vision/dental/profit sharing. Full or part time positions. Blanco Tours, between 1 & 5pm, Mon-Fri. 946-7038

TOW TRUCK DRIVER
Experienced, also able to help in office. For Dearborn repair shop. Call 945-5350

TIRE SERVICE TECHNICIAN
$5.50/hour + bonuses to start. 585-2600

TUTOR - High School/college student to tutor my 13 yr. old daughter on Apple II-GS with Apple Works software. Must live south of Farmington Hills. Fees & terms negotiable. Call Joanne 681-0051

TYPESETTING - experienced only. Macintosh experience helpful. Full time/part time. Livonia 462-2348

TYPESETTER - needed, part time, must be proficient in Macintosh and using PageMaker, Adobe Illustrator, Letraset and Photoshop. Northwestern Hwy., Southfield, MI 48034

VERTICAL Machining center operator. Minimum 5 years experience on precision machined aircraft parts. Full benefits. Hydal Manufacturing, Garden City 261-8050

VOLUNTEERS NEEDED
for probation department. 52-3 District Court in Rochester Hills. If interested please apply in writing to: Court Administrator, 139 Barclay Circle, Rochester Hills, MI 48307

RED WING TICKET WINNERS

Joseph Tilson II
31285 Wellington Dr.
Apt. 19203
Novi 48377

Bernie Whitman
7272 Silver Leaf Lane
West Bloomfield 48322

Please call the promotion department of the Observer & Eccentric before 4 p.m. Friday, to claim your free tickets.

591-2300, ext. 2153

Congratulations!

500 Help Wanted

TRAVEL AGENCY MANAGER.
Minimum 6 yrs. experience. In Plymouth 454-8510

TRUE/SHIRK CARE TECHNICIAN
Experienced person needed for expanding Tree/Shrub Department. State of Michigan Pesticide Applicator Certification required. Apply at:
G & B LANDSCAPING
17214 SUNSET
DETROIT, MI. 48219
(313)534-5515

TREE TRIMMERS
experienced only, good pay & benefits. 477-8733

TRUCK DRIVER
& YARD WORKER
Full time & part time, delivering & handling building materials. Must have chauffeurs license & good driving record. We accept only applications from persons looking for a future in our business and material business. Room for advancement. High school graduate. Excellent benefits. Apply in person at: Wilmatt Building Material, 36340 Van Born, Wayne.

WAITERS/WAITRESSES
NEEDED FOR
AFTERNOON WAREHOUSE SHIFT
Should be used to working in a fast paced environment. $6.75 an hr. to start, $7.50 after 90 days, excellent benefits. For more information call ONLY between 9am-11am on Tuesday, March 17.
MACALLETE OFFICE PRODUCTS
967-6138
PHONE CALLS ONLY

WAREHOUSE EMPLOYEES
NEEDED FOR
AFTERNOON WAREHOUSE SHIFT
Should be used to working in a fast paced environment. $6.75 an hr. to start, $7.50 after 90 days, excellent benefits. For more information call ONLY between 9am-11am on Tuesday, March 17.
MACALLETE OFFICE PRODUCTS
967-6138
PHONE CALLS ONLY

WAREHOUSE WORK
Part time, days, flexible scheduling. 15-25 hours per week. $5/hour. Redford. 534-0071

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

WATER & SEWAGE
PLANT TRAINEES
Paid positions for Jan. 1992 School diploma grads ages 17-34, willing to work call NOW:
1-800-922-1702

WE ARE CURRENTLY accepting resumes for the position of Territory Supervisor. This position involves overall supervision of several self serve gasoline stations. Candidates should satisfy the following:
- Minimum 2 yrs. supervisory experience, previous sales/marketing experience, strong interpersonal and managerial skills. Excellent communication and mathematical skills, effective planning and organizational skills, highly self motivated and conscientious. We offer excellent starting salary, Medical/Dental plan, 401k, $ sharing, bonuses based on the highly demanding and competitive retail gasoline market. For some insight into this challenging career, conference to: box 294
Observer & Eccentric Newspapers
36251 Schoolcraft Rd.
Livonia MI 48150

WEDDING PHOTOGRAPHERS
Experienced. Medium format equipment necessary. High pay. Flexibility. For details call Tuesday, Bel. Detail 557-6366

WELDER WANTED
MIG & TIG. 2 yrs. experience
Apply in person: 13340 Merriman Road, Livonia

WINDOW DISTRIBUTOR
Distributor of Patio Window products has immediate full time openings for the following positions:
GLAZER WOOD CRAFTSMAN - Power saw/router experience desired.
TRUCK HELPER - Need strong able bodied person to assist truck driver in delivery of products.
WAREHOUSE WORKERS - Hi-lo/electric stock picker experience desired.
SHOP WORKER - Will use power saws & air power tools for production of assembled units.
Excellent working conditions & benefits. Salary commensurate with experience. Apply in person, Mon. thru Fri. between 8am-12pm.
PELLA WINDOW & DOOR CO
2000 Haggerty Rd
W. Bloomfield, MI.
Eoe

WINDOW WASHING
experienced, residential, new construction, must have transportation. Good pay 347-4263

WIRE EDM OPERATOR
Minimum 6 yrs. experience, afternoon shift, competitive wages, overtime & benefits. Call 280-0020

WRITER — full time entry level position with trade magazine. Must have proven writing ability, desire to learn & sincere devotion to writing career. Some editorial/writing experience preferred. Send resume & writing samples to: D&F, P.O. Box 64, Brighton, MI 48116

YOGURT BATES ASSISTANT
Immediate opening - make/remake, to work at Laurel Park Place Mall, Livonia, Mon. thru Fri. 10-4.
Apply Y Not Yogurt 462-9700

502 Help Wanted Dental-Medical

ATTN
MEDICAL SECRETARIES
Several openings scheduled to begin soon. 1-2 yrs. experience required. Word processing skills a must. Long & short term assignments available for those who qualify. Call for more information

528-8454

Future Force
TEMPORARY HELP SERVICE
NEVER A FEE

CERTIFIED MEDICAL ASSISTANT
needed for busy doctor's office in Livonia. Must have experience. Call 477-7344

CERTIFIED MEDICAL ASSISTANT
Part-time. Accepting applications for busy multi physician internal medicine practice in Livonia. Experience preferred. Call Wendy, Freedom Medical Clinic. 10am-7pm. 478-4724

Certified Nurse Aides

We are looking for mature, dependable people, who have a love and understanding of the elderly, to work full or part time on our afternoon shift. For more information call 349-2640 or come in and fill out an application.
Whitehall Nursing & Convalescent Home
43455 W. 10 Mile Road

502 Help Wanted Dental-Medical

BILLERS
Experienced? Strong in statusing & collections? Need benefits? Want to be paid what you're worth? If yes, give me a call & let me introduce you to offices who need your expertise. Patty Rebitzki 932-1170
HARPER ASSOCIATES
29870 Schoolcraft
Farmington Hills, MI 48334

BILLING MANAGER

Amicare Home Health Care is seeking a qualified candidate to assume the position of Billing Manager for our regional billing accounts receivable department.

In this position, you will be responsible for establishment and implementing reimbursement policies and procedures, directing and analyzing the performance of the Billing/Accounts Receivable staff and participating in developing procedures to maximize efficiency in the department.

The successful candidate will have a Bachelor's degree with five years experience in third party reimbursement, preferably in home health care, the supervisory level. Excellent interpersonal skills, ability to meet deadlines and knowledge of automated billing systems are required.

To apply, please send resume to:

AMICARE HOME HEALTHCARE

Human Resources Department
34805 Twelve Mile Road
Farmington Hills, MI. 48331

Achieving Workforce Diversity Through Affirmative Action/Equal Opportunity Employer

Billing Representative

Our expanding health facilities allow us to accept resumes for the following full-time opportunities:

Physician Biller

Must have a minimum of 8 months experience as a receptionist in a physician's office and be familiar with computerized office systems.

Hospital Biller

Must have a minimum of 6 months experience during hospital billing and follow-up work. Must be familiar with computerized billing procedures.

Qualified applicants should forward resumes to: Cathy Secola, Human Resources

Botsford General Hospital
28050 Grand River
Farmington Hills, MI
48336-5933

An Equal Opportunity Employer

CAN WE TALK?
Family Dentistry of Livonia is searching for a friendly, motivated full time dental hygienist who enjoys the challenge of working independently to oversee our hygiene department with recall involvement. Benefits. Call Helena 425-1510

CHAIRSIDE DENTAL ASSISTANT
For pediatric dental office in Farmington Hills. Full time, no evenings. Experience preferred but willing to train the right person. 553-3260

CHARGE NURSE, day shift, full time R.N. or LPN. Nursing home experience preferred. Salary negotiable. West Trail Nursing Home, Call Elree at 453-3983

EXPERIENCED
DENTAL PERSONNEL
Assistants - clinical and office, and RDH's. Summer's coming, choose your schedule. Short and long term assignments.
PEAK PERFORMERS, INC.
Professional Dental Staffing Service
EOE (313) 477-5777

DENTAL ASSISTANT, chairside, friendly person for Periodontal office. Experience preferred. Canton Call 981-7477

DENTAL ASSISTANT, full time, for progressive dental office in Livonia area. Salary commensurate with experience. Call 591-1200

DENTAL ASSISTANT/Receptionist and/or office manager. Experienced, friendly, enthusiastic, good personality. Call after 5pm, 477-4179

DENTAL ASSISTANT
Experienced, enthusiastic, good personality. Call after 5pm, 477-4179

DENTAL ASSISTANT • Livonia specialty practice seeks person interested in an ideal career opportunity. Previous experience helpful. Call Jan 261-7802

DENTAL ASSISTANT
for friendly family preventive practice emphasizing quality & excellence. Flexible hrs. Wage/benefits commensurate with ability & experience. Northville. 349-4210

DENTAL ASSISTANT, 2 days a week for a friendly Farmington office. Experience preferred, but not necessary. Write: Dr. A. Suite L-237100 Orchard Lake Rd., Farmington, MI. 48336.

DENTAL ASSISTANT • PART-TIME
for pediatric dental office. Mon, Wed & 1 Sat. a month. Experience necessary. 660-9818

DENTAL ASSISTANT needed full time for busy Livonia office. Must be dependable. Experience helpful, but not necessary. 261-2730

DENTAL ASSISTANT: Part-time. Oral surgery office 2-5 mornings a wk. Dental office experience required. Between 11 & 3pm. 647-2181

DENTAL ASSISTANT - Tall-Twelve area. We are looking for you! A competent, progressive minded, self directed, positive person that enjoys patient care. Experienced chairside. Front desk knowledge is plus, but will train. 647-7474

DENTAL HYGIENIST
We are searching for a very special professional to replace our Hygienist during May-August maternity leave. We are a well established general practice, located near St. Joseph's Hospital. Brand new office, friendly staff & super patients make for a wonderful working environment. Approximately 35 hrs /week. No evenings, weekends or Fri. afternoons, will consider part time. 434-4780

DENTAL HYGIENIST NEEDED for part time position in Plymouth office. Must be progressive and energetic. 459-1190

DENTAL HYGIENIST • Experienced, Mondays 11-7, prevention oriented practice, strong recall. 653-1555

DENTAL HYGIENIST
Outgoing, Hygienist needed part time to join our perio-conscious hygiene department. Established Livonia family practice in a new modern location. 425-4530

DENTAL HYGIENIST - We are seeking a mature, friendly, dependable individual for our Troy office, part time. Ask for Char 689-8080

DENTAL HYGIENE ASSISTANT
Plymouth area. Full time. No weekends. Benefits available. Experience preferred. 459-7175

DENTAL HYGIENIST
Full time preferred for family practice in Farmington area.
476-4818

DENTAL RECEPTIONIST
CHAIRSIDE ASSISTANT
RECALL ASSISTANT
Part & full time positions available. Write/Telegraph area
255-1344 593-5899

DENTAL RECEPTIONIST - dental background and computer experience a plus. Good people & communication skills with attention to detail. Mon. to 6pm. Mon. thru Fri. Southfield. Call Maria, 352-7722

DIRECTOR OF NURSING/
RN
for fifty-nine bed facility. Experience in Nursing home setting with supervision and management skills. Please apply:
Bedford Villa
16240 West 12 Mile Road
Southfield, MI 48075
An Equal Opportunity Employer

502 Help Wanted Dental-Medical

DENTAL HYGIENIST
1 afternoon per week on Tues. Preferences & 2 year minimum experience required for busy, modern quality dental practice in Warren. Ask for office manager, 758-7070

DENTAL PATIENT COORDINATOR
Friendly person needed to contact & schedule patients. 9 hrs. per week. Livonia area. 522-8770

DENTAL RECEPTIONIST
Full time, Redford/Beverly Hills area. Insurance, billing & phones. Private dental office. 531-7800

DENTAL RECEPTIONIST
Full time, Farmington for growing Livonia practice. Duties: peoplework, billing & insurance forms. Should be an enthusiastic, outgoing individual who enjoys working with others. 464-3430

DERMATOLOGY OFFICE
Needs Medical Assistant/Receptionist, full time, Plymouth-Ann Arbor area. Call Norma at 996-8757

DIRECTOR OF HEALTH CARE SERVICES

Medical Personnel Pool is seeking Full Time Director of Health Care Services position. Responsibilities include patient and employee supervisions, staffing, training, sales, evaluations, and Community Relations involvement. Medicare background preferred. 4 year degree, supervisory and 3 years nursing experience required. Salary commensurate. Join a nationwide professional and supportive company where that offers competitive pay & benefits.

Please call for an appointment or interview today.

Ellen Humphrey, Branch Manager
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Lathrup Village, MI 48076
313-568-4600

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Home Care and Staffing Services
Since 1968
- with over 300 offices

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HOME HEALTH AIDES
IMMEDIATELY NEEDED
Live-out, Live-in, Weekends. Immediate start. Placement for extreme Western suburbs. Must have own car.
EXCELLACARE, INC.
476-9091

HOME HEALTH CARE Aides, full or part time hourly (all shifts) & 24 hr. live in assignments in private homes & retirement residences, located in western Wayne & Oakland counties, good starting pay with regular merit reviews, incentive & travel expense allowance. Empa-Care, 435-1061

IF YOU ARE interested in beginning a career in long term care, or are already an experienced Nurse, we have openings available on the 7-Noon & 3-Midnight shifts. We offer competitive salary, benefits package in a warm caring environment. Please apply in person Plymouth Ct. 100 Hagerty Blvd. Plymouth, MI
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IMMEDIATE OPENING corporate headquarters Farmington Hills. Medical secretary. Scheduling patient appointments, nationwide Ex-Cel patient benefits. Call Bev. 643-8840

Lovely new facility needs:
RN OR LPN
Full time days, 11-7 pm, afternoon shift, full time midnights. Apply in person 1-4:30. Marywood Nursing Care Center, 36813 West 8 Mile, Livonia.

LPN
Full time position in Internal Medicine/Cardiology experience required. Please call 827-2190
Or send resume to: H. Kelley,

DMC Heart Care Center
27207 Lahser
Southfield, MI. 48034

Affiliated with The Detroit Medical Center, an Equal Opportunity Employer.

LPNS/AFTERNOONS
See Mrs. Martin
NIGHTINGALE REST
8365 Newburgh Rd.
Westland, near Ann Arbor
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LPN's
Immediate openings. All shifts available. All areas available - competitive wages. Call
RELIABLE NURSES. 981-3344

LPN's - $15.00/Hour

West Bloomfield Nursing Home
Convalescent Center, near Maple & Drake, has immediate openings for LPN's on afternoon shift, $14.00/hour or $15.00 without benefits.
For details, call Mrs. Marcusco or Mrs. Subotich, 681-1800

MA or LPN
Full-time position available in Internal Medicine Allergy experience required. Please send resume to M. Strauch or complete application at:

DMC Heart Care Center
41935 W. 12 Mile Road
Novi, MI 48375

Affiliated with The Detroit Medical Center, an Equal Opportunity Employer.

MEDICAL ASSISTANT
Pleasant family practice Westland area. Must be experienced in Venipuncture, EKG, & X-ray. 729-1500

MEDICAL ASSISTANT-experienced, part time Must type. Excellent opportunity in Farmington. Excellent personality required. 474-5618

MEDICAL ASSISTANT
For Livonia Internal Medicine office. 1 yrs. office experience necessary. Full time with benefits. Call 477-7272

MEDICAL ASSISTANT for Dermatologist's Plymouth office. 30-36 hrs/wk. Excellent benefits. Send resume. Call Office Manager 459-3930

MEDICAL ASSISTANT
For Podiatric office in Farmington Hills. Experienced, part to full time.

MEDICAL ASSISTANTS - EKG & Blood. X-ray helpful but not necessary. Clinical lab in Oakland - Wayne, Tempro Medical, 443-5590

MEDICAL ASSISTANT

Here's a choice position open due to the retirement of a long-term employee. You will enjoy this family friendly family practice. Must be experienced. $18,720 plus benefits. No Saturdays!
Harry Carl Berger, M.D. 464-0909
SNELLING PERSONNEL SERVICES

MEDICAL BILLER
Experienced in podiatry billing. Full time. Bloomfield hills. 335-3900

MEDICAL ASSISTANT
Full-time position available in Internal Medicine. Demonstrated ability required. Please send resume to M. Strauch or complete application at:

DMC Heart Care Centers
41935 W. 12 Mile
Novi, MI. 48375

Affiliated with The Detroit Medical Center, an Equal Opportunity Employer.

MEDICAL BILLER
Full and part time positions available in a multi - specialty care clinic. Minimum 3 yrs. experience. Must have knowledge of all insurance posting and statusing, and ICD-9 Codes. Salary commensurate with experience. All replys confidential. Please send resume to Box 388
Observer & Eccentric Newspapers
36251 Schoolcraft Rd.
Livonia MI 48150

MEDICAL BILLER - Doctors office, experience preferred. Must type 55wpm, computer & light bookkeeping helpful. Send resume & references to: Medical Biller, PO Box 2519, Southfield, MI. 48037

502 Help Wanted Dental-Medical

EXPERIENCED Medical Biller/Bookkeeper/Office Manager for practice in Detroit. Salary $18,000/yr. Mon.-Fri. 8 to day Sat. 1 week paid vacation, health, life insurance & percentage of profit. Mail resume to: Box 414,
Observer & Eccentric Newspapers
36251 Schoolcraft Rd.
Livonia, MI 48150

MEDICAL ASSISTANT
Part time for busy dermatology office. Troy Area. Call Mon. thru Thurs., ask for Kathy 362-0222

MEDICAL ASSISTANT/Receptionist
Garden City family practice. Part time, evening/day hours, entry level. $4.60 an hour plus benefits.
261-0630

MEDICAL ASSISTANT
Part time between Birmingham & Redford area. Entry level experience helpful. Call Carol for application/interview appointment Mon., thru Thurs., between 10am & 3pm at:
Birmingham Family Practice
(313) 531-2233

MEDICAL BILLER - EXPERIENCED
Busy orthopedic office looking for pleasant, self motivated person to bill. Knowledge of all insurances, statuses, computer, CPT & ICD-9, helpful. Call Monica at 557-0037
FORCE
357-0037

MEDICAL DELIVERY Service Tech - Official person needed for providing home medical equipment co. Resume to Human Resources Manager, PO Box 2519, Southfield, MI 48037

MEDICAL RECEPTIONIST
Experience preferred.
2 part timers or 1 full timer.
Please call, 478-1100

Assistant Director of Nursing
Full time for Troy Medical company. Will train right person.
237-4400

MEDICAL RECEPTIONIST/BILLER
OB/GYN office. Full time. MBS experience. Call Barbara, 338-5903

MEDICAL RECEPTIONIST/BILLER
for busy OB/GYN practice, experienced in all phases of billing and computer helpful but not necessary. Send resume to: Box 294
Observer & Eccentric Newspapers
36251 Schoolcraft Rd.
Livonia MI 48150

MEDICAL RECEPTIONIST
Full time. Earn while learn. Office of Birmingham area.
Call for appointment: 647-4425

MEDICAL RECEPTIONIST
busy ophthalmology practice in Canton. Experience & insurance knowledge helpful. 459-7850

MEDICAL RECEPTIONIST
Experience necessary for busy eye, internal, all phases of billing, and computer helpful. Royal Oak/Southfield area. Call 737-7038

MEDICAL RECEPTIONIST
3-4 days per week for pediatric office in West Bloomfield. Medical office experience desired. Call Nancy 626-1020

MEDICAL SECRETARY/BILLER
Part time for computerized medical office in Farmington area. Experienced preferred. Call Mon. thru Thurs., ask for Kathy 362-0222

MEDICAL SECRETARY
For pediatric office Livonia/Southfield. Medical experience necessary. Approx. 20 hrs/wk. 591-0220

MEDICAL TECHNOLOGIST

National clinical reference testing laboratory has an immediate opportunity for a quality oriented laboratory professional with a minimum of 6 years' Medical Technologist experience. This is a temporary full-time, 8hr/day position, with a rotating Saturday schedule.

Position requires a BS/BA degree in Medical Technology and MT (ASCP) certification or equivalent.

Call (313) 525-4080 or
800-782-4302 to request an application.

ROCHE BIOMEDICAL LABORATORIES

32427 Schoolcraft Road
NORTHLAND WEST
Equal Opportunity
Employer M/F/H/V

MEDICAL TRANSCRIPTIONIST
clinical & surgical practice. Part time available. Mondays & Oakland, 28-31/2 per hour, part time or full time. Tracy, Tempro Medical 443-5590

MED TECH
Part time weekends for pediatric office in West Bloomfield
Call Nancy 855-7510

Microsystems Consultant

Mercy Information Systems is seeking a qualified Microsystems Consultant to join our staff. This individual must demonstrate formal academic training and/or extensive experience in the use of computer based systems. AS/400 is required. Responsibilities will include AS/400 administration and AS/400 office vision software. Knowledge of 386 3.11 knowledge is highly desirable

We offer an excellent benefits program and salary commensurate with experience and education. Please send your resume to: MERCY HEALTH SERVICES, Corporate Office, Human Resource Services, 34605 Twelve Mile Road, Farmington Hills, MI. 48331-3221.

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COMMUNITY
HEALTH NURSE
Henry Ford Health Care, Health Care, Southfield office. One to one patient care home visiting. Full or part time. Tuition assistance and on-site BSN program available. Excellent personal & professional benefits. If you are an RN, consider the benefits of Henry Ford Health Care. Call Helen Lynch, RN, Southfield:
354-7800

NURSE ASSISTANTS

Accepting applications for Nurse Assistants part-time. Please apply:
Bedford Villa
16240 West 12 Mile Road
Southfield, MI. 48075
An Equal Opportunity Employer

NURSES AIDE - LIVE IN
Compassionate, certified nurse aide to provide live-in full time (in Oscoda) with stroke patient. Must know wheel chair transfer & range of motion. Free room & board & negotiable salary. Call Bob264-5718 or Jan after 5pm 729-1433

OPHTHALMOLIC TECH
Must retinoic, full time for pleasant office. Good hrs. & benefits. Southfield area. Ask for Sharon. 358-3937

OPTICAL DISPENSER
Wanted for franchise office. Experienced. Garden City - Canton areas. Call 261-5868 or 455-3190

OPTOMETRY OFFICE, Walled Lake area, experienced full or part time receptionist/Dispenser. Call 313-669-8311

ORDERLIES NEEDED
Full and part time, certification preferred. Call Grace at 453-3962

ORTHODONTIC ASSISTANT
Novi office. Experience preferred. Call 471-1585

PHYSICAL THERAPY AIDE
& PTA for busy West Bloomfield clinic. Send resume 9900 Orchard Lake Rd., LL99, West Bloomfield, MI 48322 855-7411

PHYSICAL THERAPIST
FOR HOME VISITS
Flexible schedule with home care agency serving western Wayne County suburbs. Competitive pay. Immediate cases available. For more information, contact Penny:
981-8820
United Home Health Services

502 Help Wanted Dental-Medical

ORTHODONTIC ASSISTANT
Our busy orthodontic office is searching for a fun, bright, energetic person, preferably with chairside experience who enjoys a fast pace. We offer a challenging career opportunity in a team oriented environment. Please call Gloria between 10am-1pm 455-2323

PART TIME INDIVIDUAL(S)
for 2 doctor Dearborn office. Computer literacy and experience preferred. Willing to train.
584-8902

PATIENT REGISTRARS

Part time and contingent positions available to work at a variety of our Medical Facilities. Schedule may include weekdays, evenings, Saturdays and holidays. Must have 1 yr. related experience in a health care environment to include Medical Terminology, 35 wpm, accurate typing skills and 10-key. Must be a touch keyboard. Prefer additional experience with ICD-9-CM or CPT-4 coding and various health insurance plans.

Candidates ideally interested in working part-time or contingent should call Mon. thru Thurs., 8am-12noon.
Employment Services
16001 W. Nine Mile Road
Southfield

OR

12:30pm-4pm Monday, Wednesday, Thursday
Providence Medical Center
10 Mile - Haggerty Road

PROVIDENCE

Hospital & Health Care Centers
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PHLEBOTOMIST
part time position, 35/hr/week.
Experience required 561-8794

RECEPTIONIST - full time needed for busy Southfield medical office. Benefits. Salary commensurate. Mrs. Mary Jane Lane, 17100 W. 12 Mile Rd., Suite 100, Southfield 48076 or call Thurs. or Fri., between (9:30am to 11:30am). 557-1717

RECEPTIONIST/BILLER
Busy ENT office in Farmington Hills needs a full time experienced person with computer billing knowledge and phone skills (MBS software experience helpful) 477-7485

RN
HOME CARE SUPERVISOR

Medical Personnel Pool is seeking an outgoing Registered Nurse for the part-time Home Care Supervisory position. Responsibilities include patient and employee supervision, staffing, training, sales, evaluation, and Community Relations involvement. Supervisory and 3 years nursing experience required. Medical Personnel Pool is a nationwide professional and supportive company where that offers competitive pay & benefits

Send Resume
26720 SOUTHFIELD RD
LATHRUP VILLAGE, MI 48076

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Medical Personnel Pool

Home Care and Staffing Services
Since 1968
- with over 300 offices

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RN
Part or part-time for a 64 bed privately owned nursing facility. Call D.O.N. at 281-4800
for interview appointment
St. Jude Convalescent Center
34330 Grand River, Livonia

RN/LPN :
Full time afternoon nurse positions available. Call for an appointment:
Cambridge East: 585-7010
An Equal Opportunity Employer

RN MANAGEMENT
TRAINING POSITION
Are you interested in an opportunity to train as a nursing home administrator? Ask for the D.O.N.: Mon-Fri, 10am-4pm at 313-363-4121

RN - MDS Coordinator
RN needed to coordinate MDS/Medicare program for long term care center for profit company. Must have strong organizational, clinical and communication skills. Geriatric care and BSN preferred. Full time preferred - will consider part time. Competitive salary and benefits. Send resumes to:
Eastern Heights Care Center
34723 Grand River
Farmington, MI 48335
An Equal Opportunity Employer

RN'S & LPN'S
Do you need extra money? Would you like to do something challenging? Call us for more information at:

476-9091
EXCELLACARE, INC.

RNS/LPN'S
PM SUPERVISOR
Greenery Extended Care Center is seeking qualified, caring professional RN or LPN to supervise evening long term caring for geriatric rehab and respiratory care patients.
We offer flexible hours, part-time and full-time, tuition reimbursement and a competitive wage/benefits package. Sign-on bonuses available. Applications are being accepted, or call for an appointment at
477-7373
GREENERY
Greenery Extended Care Center
34725 Grand River
Farmington, MI 48335
(Between Merriman & Farmington Rds)
An Equal Opportunity Employer

RNS
Michigan's largest hospice is seeking RNs with reliable transportation to work in home care for patients in North Oakland County. Fringe benefits included

Respond by phone or in writing to:
Human Resources Department
18250 Northland, Suite 212
Southfield, MI 48075
313-559-9209

RN'S
& NURSE ASSISTANTS
needed immediately. Nursing home experience preferred. Call Marilyn:
981-8829

RN
(2 positions)
1 full-time position available in Pediatrics and 1 in OB/GYN. Please call E. Horst at 458-9402 or send resume

DMC Heart Care Center
29200 Plymouth Road
Livonia, MI 48150

Affiliated with The Detroit Medical Center, an Equal Opportunity Employer

R.N

Part time for pleasant West Bloomfield hematology office specializing in infertility. No holidays or weekends. 737-9062

SUPERVISOR,
full time experienced working supervisor for housekeeping and laundry. Breakaway Nursing, 1312 N. Woodward, Bloomfield Hills

SUPERVISOR
Immediate opening for highly motivated and self directed nurse for a busy pediatric department in an ambulatory care center. Excellent salary and benefits. All replys confidential. Please send resume to Box 386
Observer & Eccentric Newspapers
36251 Schoolcraft Rd
Livonia MI 48150

X-RAY TECHNOLOGIST
Part time for suburban clinic practice. Necessary that applicant be able to perform fluoroscopic procedures. Birmingham area. Call Teresa for interview appointment between 10am & 3pm, Tues, thru Fri. at
538-3800, ext 33

502 Help Wanted Dental-Medical

RN's - $20.50/HOUR
West Bloomfield Nursing and Convalescent Center, near Maple & Drake, has immediate opportunity for RN's on afternoon shift, $19.50/hour or $20.50 without benefits.
For details, call Mrs. Marcusco or Mrs. Subotich, 681-1800

TREATMENT NURSE/
RESTORATIVE NURSE

Flexible hours. Responsible for treatments, dressings, especially care of Decubitus. Weekly Charting on all Decubitus, weekly summary of Decubitus Data assessment on all new admissions. Restorative nursing assessment and monitoring of formalized rehab program
Call for an appointment:
Cambridge East 585-7010
An Equal Opportunity Employer

UTILIZATION NURSE REVIEWER
Experienced RN Nurse wanted for multi-clinic based company offering comprehensive UR services. Responsibilities include pre-certification, concurrent and retrospective review of in-patient and out-patient services. Knowledge of ICD-9, CPT coding, ISO1 utilization and cost data is put required. Workers compensation experience preferred.
Submit resume and salary requirements to: Human Resources, 26777 Hamilton Court, Farmington Hills, MI 48334. Fax: (313) 553-0307
An Equal Opportunity Employer

X-RAY TECHNICIAN
Full time for radiology office in Westland & Garden City Area. Mammography helpful
Call Berni-Jean 368-1930

X-RAY TECH - part time and on-call position. Some weekends. Must be experienced in all phases of work. Call Lynn, Midwest Health Center 981-2600, ext 216

504 Help Wanted Office-Clerical

ACCOUNTANTS BOOKKEEPERS
CLERICAL DATA ENTRY
PART TIME FULL TIME
Call Accountemps at 356-5000 professionals did it 1990!

ACCOUNTEMPS
Southfield 337-8367
Troy 524-3100

ACCOUNTS RECEIVABLE CLERK
Birmingham Property Management Co. needs experienced person to handle data entry and accounting on computer. Must be well organized and detail oriented. Light typing & filing. Non-smoker, send resume with salary requirements to: Paragon Properties, 32400 Telegraph, Suite 202, Bingham Farms, MI 48025

ACCOUNTS RECEIVABLE
BOOKKEEPER
Permanent position in new center area for experienced bookkeeper with full function accounts receivable skills thru collections. Good computer skills a must. Hotel background helpful. Salary $21,000
ACCOUNTANTS ONE
24133 Northwestern Hwy., Suite 202
Southfield, MI 48075
354-2410
Agency Fee Paid

ADIA
Personnel Services
Needs one full time:

RECEPTIONISTS
TELE-SERVICES
WORD PROCESSORS
LIGHT INDUSTRIAL

Call 525-0330
An Equal Opportunity Employer

504 Help Wanted Office-Clerical

ADMINISTRATIVE ASSISTANT
Fortune 500 executive office printers Machintosh experience for immediate opportunity. Up to $9/hr
Call Susan at UNIFORCE 473-2931

EXECUTIVE SECRETARY
Prestigious insurance company has opening for experienced secretary. Candidate must have proficiency on WordPerfect 5.1 with charts and graphs plus shorthand at 80 wpm. Call Cathy Call Sara at
UNIFORCE 557-0641

ACCOUNTS PAYABLE
CLERK
Automotive supplier, Metro Airport seeks an Accounts Payable Clerk. Should have previous experience, reconciliation and PC spreadsheet skills. Excellent benefits package. Detail & person. E.O.E. Reply with resume and salary history to Box 410
Observer & Eccentric Newspapers
36251 Schoolcraft Rd
Livonia MI 48150

ACCOUNTS PAYABLE CLERK
A.S.P. Group seeks:
- In business over 34 years
- Over 900 Offices Nationwide
- 401k profit sharing/retirement plan

FULL TIME OPPORTUNITY
- Entry level, no degree needed
- Assist A/P Supervisor - helpful
- Bonus - A/P experience helpful
- Monitor/process invoices, contact, computer work basic
- A/P work involved
- Organization, prioritizing, trouble-shooting skills necessary
- Benefits & profit sharing

This ENTRY LEVEL, full time position offers a great opportunity to a starter who is willing to learn. Are you a self-motivated individual? Send resumes to: Enterprise Rent-A-Car, P.O. Box 9465, Livonia, MI 48150

ADMINISTRATIVE ASSISTANT
Coordinating firm with seven Metro Detroit offices needs Administrative Assistant to serve staff in all offices. Must be independent worker with problem solving skills are essential. Essential skills are strong typing, word processing, familiarity with office technology, and a plus. Must have excellent communication & written/verbal skills.
Executive Vice President
EAA INC
34705 Lakeland Blvd. Ste 130
Livonia, MI 48152

ADMINISTRATIVE

Great opportunity in Canton office of well established growing multi-national firm. Diverse administrative clerical responsibilities in management department. Must have some Personal office competitive salary & very good benefits package. Seeking some in computer data. Fax 422-0290. Observer & Eccentric Newspapers
36251 Schoolcraft Rd
Livonia MI 48150

ADMINISTRATIVE ASSISTANT
Expanding real estate firm located in Bloomfield Township has immediate opening for an Administrative Assistant. Qualified candidates must have proven computer skills and experience in WordPerfect and Lotus 1-2-3. Knowledge of real estate industry helpful. Challenging and diversified position offers competitive wage and benef