500 Help Wanted

REAL ESTATE CAREER
AMBITIOUS CONDITIONIST?
WE WANT YOU!!!
We will train you and assist you on a long term high-income career. Call
Julie Dudek, Westland
REAL ESTATE ONE
320-2000

REAL ESTATE TRAINER/MANAGER
Expanding C-21 Livonia office. Salary plus. All cases confidential. 525-3484

RESIDENT MANAGER
Oversiaing agent for apartment complex in Northwest/Taylor area. Experience required.
Days 884-3740 Eves 882-6636

RESISTANCE WELDING TRANSFORMER REPAIR PERSON
Apply Mon-Fri., 8AM-5PM
Sorbetti Co.
34425 Schoolcraft, Livonia

RN/LPN
Or nursing agent for apartment complex in Northwest/Taylor area. Experience required.
Days 884-3740 Eves 882-6636

RESISTANCE WELDING TRANSFORMER REPAIR PERSON
Apply Mon-Fri., 8AM-5PM
Sorbetti Co.
34425 Schoolcraft, Livonia

RN/LPN
Or Nurse Aide. Some experience required. Full or part time. Apply at Wellington Place
Or call 525-0020

ROOFER EXPERIENCED ONLY!
Reliable transportation a must! Commercial and Residential. Call 9-3 only. 669-8181

ROSIE MAID
Farmington Hills. Must have 4 valid licenses and driver's license. Work hrs. 8am-5pm, Mon.-Fri. 553-7550

SAFETY CONSULTANT - rapid advancement to management in manufacturing firm. No experience necessary. 558-8195

SALES
Home improvement (Salespersons & Managers -Good leads. Earn up to $50,000. Excellent benefits. Great advance Call 861-7100

SEAMSTRESS - experienced only in a major apparel firm. Applicants must have 10 speed, English, Mail Kai Cleaners 24233 W 7 Mile, 357-3020

SEAMSTRESS(MF)
Must be experienced (Dry). Full time Dearborn - Michigan/Telegraph 277-4707

SEAMSTRESS - PART TIME
For dry cleaning plant. Good hours & working conditions. Rochester area. 656-1121

SEAMSTRESS wanted - for private party. Hesbridge Westland area 729 6847

SEAMSTRESS - To sew dresses. We pay cash. Farmington Heights area. Please call for an appointment. 274-6420

PARTNER in downtown firm seeks Secretary with experience in Medical Practice defense based. Must have Word Perfect knowledge & ability and good skills. Competitive salary/benefits, plus travel allowance. If you qualify please send resume to: Office Administrator, 1000 Penobscot Bldg, Detroit, MI 48226.

SECRETARY NEEDED for Southfield property management company. Seeking individual with excellent organizational communication, and typing skills. Must be proficient with WordPerfect. Send resume and salary history to: Secretary, P. O. Box 5071, Southfield, MI 48086

SECURITY GUARDS
Airport Security positions welcome. Call between 11am-3pm. Mon thru Fri. 932-0030

SECURITY GUARDS Must have non-car Experience preferred Paid training Full & part time Call Continental Security at 942-8153

SECURITY GUARDS
DENSO Inc. is seeking dependable individuals who are serious about security, like people oriented and want to work for a company that appreciates its employees. We have full & part time positions available. Benefits & uniforms provided. Flexible hours. Apply in person or call for an interview.

DENSO
Attn: Personnel
24777 Denso Drive
Southfield, MI 48086
(313) 350-7500
Equal Opportunity Employer

SEWING COMPANION
Needed for local retirement community. Full or part time position available immediately. Please apply in person at Lincoln Park Village, 1555 Grand River, Farmington Hills.

SERVICE STATION - driveway attendant/mechanics helper for full service Amoco Station. No experience needed, will train. Apply B & Farmington Amoco Station between 8am-1pm. 442-0202

SEWING MACHINE OPERATOR - Experienced - part time on monogramming machine. Call Dry Cleaning 422-4889

SHAMPOO PEOPLE
& HAIRCUTTERS
Top hair salon in W Bloomfield
855-1580

SHIPPER - Must type UPS program & call office duties as well as handle light/heavy jobs in Plymouth area. 277-4702

SHIPPING/RECEIVING
Division of Kelly Services has a small warehousing plant. Entry level position. Mon-Fri 8-30-3pm at Farmington Hills. 12701 Hilltop Park, Redford

500 Help Wanted

SECURITY OFFICERS
New positions for Inkster, Romulus, Canton, Livonia, Rouge areas. Full time/part time. All shifts available. Must have home telephone & reliable transportation. Experience preferred. High school diploma or GED. Fast release & promotions
TRI COUNTY SECURITY
541-0437

SERVICE ENGINEER
Basic computer skills. Machine/tooling background. Dial Plus area. Send resume to BE, Box 726, Observer & Eccentric Newspapers 36251 Schoolcraft Rd Livonia MI 48150

SIGN SHOP needs individuals with hand sign experience, in LETTER CUTTING. Full time/Troy, After 7pm. Please call 642-2192

SPEECH PATHOLOGIST - CCC
Contract - Flexible hrs.
Competitive salary - Detroit Metro area 334-3623

STOCK - DELIVERY - SALES
Future Furniture Part time. We train. Lifting required approximately 80 pds. Nov. 348-5040

STOCK & DISPLAY HELP WANTED
Experience preferred, full time benefits including medical, dental & vacation. Apply in person only
JOE'S PRODUCE
33152 W. 7 Mile - Livonia

SUMMER HELP
Need gardener, power lawn mower, Bloomfield Hills area
Call Tom 646-7900

SUMMER JOB
25-35 hours a week. $6.50 per hour. Flexible hours including maintenance. Heavy lifting, sweeping, general cleaning. R&A Tool, 981-2200

SUPERBASE PROGRAMMER
Rochester Hills office with LAN based systems needs experienced programmer. Graphics skills a big plus. Full time position with benefits. Send recent job history & salary requirements to Programmer, P.O. Box 1446, Attn: Patty Dyer, Rochester, MI 48307-1446

SUPERVISOR, BUSINESS OFFICE
LARGE MULTIPLE
PHYSICIAN PRACTICE
Responsible for Receptionists, and Check Out activities. Must have at least 1 year of Receivable/Collection and Supervisor activity for a large medical office setting. For consideration, send resume to
BOX 748
Observer & Eccentric Newspapers
36251 Schoolcraft Rd
Livonia MI 48150

TEACHER
For 3 year old preschool classes 2 days/week beginning in September (Tues & Thurs.) Degree required. Early childhood background preferred $10.60/hour. Reply to Bingham Farms School
23400 W. 13 Mile
Birmingham, MI 48025
Attn: Community Education Director

TECHNICIANS WANTED to perform first line maintenance on ATM's "On call" positions available with growing Farmington Hills based company for days, eves & weekends. Dial ATM experience desirable. Ideal for retirees or as additional income. (Pay per call) compensation program. 542-2484

BOND SELL HOME IMPROVEMENT Co. Looking for experienced presentation/sales. Thurs., Fri., Saturday & Sunday. 5 hours/day. 542-3535

AUTOMOTIVE SALES TRAINING
Specialists in Southfield seeks individuals who are people oriented and want to work for a company that appreciates its employees. We have full & part time positions available. Benefits & uniforms provided. Flexible hours. Call now for an interview.
947-5267

SEWING COMPANION
Needed for local retirement community. Full or part time position available immediately. Please apply in person at Lincoln Park Village, 1555 Grand River, Farmington Hills.

SERVICE STATION - driveway attendant/mechanics helper for full service Amoco Station. No experience needed, will train. Apply B & Farmington Amoco Station between 8am-1pm. 442-0202

SEWING MACHINE OPERATOR - Experienced - part time on monogramming machine. Call Dry Cleaning 422-4889

SHAMPOO PEOPLE
& HAIRCUTTERS
Top hair salon in W Bloomfield
855-1580

SHIPPER - Must type UPS program & call office duties as well as handle light/heavy jobs in Plymouth area. 277-4702

SHIPPING/RECEIVING
Division of Kelly Services has a small warehousing plant. Entry level position. Mon-Fri 8-30-3pm at Farmington Hills. 12701 Hilltop Park, Redford

500 Help Wanted

$ IT'S SUMMERTIME YOU NEED SOME DIMES
Hiring full & part time positions. Telemarketing $5-$12 per hour. Flexible hours.
YOU DON'T NEED A BRAIN - WE WILL WAIN
Interview today. Start tomorrow. Call Ken or Joe St.
TELEMARKETERS Many shifts available. Mon-Fri., 10am-3pm, Mon-Thurs. 5pm-9pm, Sat., 10am-3pm. Call today start tomorrow. No experience necessary. Starting pay $3/hr. + bonus + commission & incentives. Ask for Scott 522-3373

TELEMARKETER - or, heavy telephone background. Top hourly rate plus bonus. 9am-9pm, 3 or 6 hour shifts available.
Call Penny, 334-3290

TELEPHONE CENTRAL OFFICE TECHNICIAN PERSONNEL NEEDED
Full time and benefits. Installation training preferred. Send resume to
Telecom Technicians, Inc.
29688 Telegraph, Suite 100
Southfield, MI 48034

TOOL DESIGN ENGINEER
CAD experience - manufacturing background. Oak Park area. Send resume to TDE, Box 728, Observer & Eccentric Newspapers
36251 Schoolcraft Rd.
Livonia MI 48150

TOP $150 BONUS
LIGHT INDUSTRIAL
COLLEGE STUDENTS WELCOME
Work close to home! Immediate openings in all locations for the following positions:
General Labor
Machine Shop
Janitorial
Computer Assembly
(With DOS Experience)
Press Operators
Livonia, 464-2100
Southfield, 352-1300
SNELLING TEMPORARIES
NEVER A FEE

TRANSPORTATION SUPERVISOR
Automobile transportation company has immediate opening for Transportation Supervisor. Must be customer service and have dispatching experience. Prior experience in the transportation industry or related field preferred. Applicant must have ability to plan, schedule, and respond to productivity demands. College degree preferred. Equal Opportunity Employer. Send resume and salary requirements to
Box 738
Observer & Eccentric Newspapers
36251 Schoolcraft Rd
Livonia MI 48150

TRAVEL
EXPERIENCED Leisure Agent/Dept Manager wanted for expanding, established Wayne County agency. Get motivated person a must.
Reply with confidence to Box 858, Observer & Eccentric Newspapers
36251 Schoolcraft Rd
Livonia MI 48150

TRUCK DRIVERS
We are a leading carrier in the industry headed by refrigerated freight to the Midwest and East Coast areas. We are looking for those drivers that want to join our team.
If You Have
• 2 years OTR Experience
• Tractor/Trailer Experience
• Reefer Experience
• DOT Certification
• Clean Driving Record
• CDL License
We Offer
• Mileage Pay
• Drop Pay
• Layover Pay
• Medical/Hospital Insurance
• Quick Trip Return
Apply at
THORN APPLE VALLEY
8350 S.I. Autest Street
Manitowoc, WI
Or Call
(800) 788-1145

TRUCK DRIVER. Warehouse help wanted. Must meet all DOT requirements. Operating in tri-state area. Must have valid driver's license, good record & driving experience to
Personnel Department, P.O. Box 757, Novi, MI 48376

TRUCK DRIVER
& WAREHOUSE WORKER
Full time position, delivering & handling building materials. Must have chauffeur's license & good driving record. We accept only applications from persons looking for a future in the building material business. Apply for advancement. High school graduate. Excellent benefits. Apply in person at Wendell Building Materials 36740 Van Born, Wayne

500 Help Wanted

TREE TRIMMER - experienced climber & current driver's license.
APPLICATIONS NOW being taken for Truck Driver. Apply at
Community Tire Store,
29770 Plymouth Rd., Livonia.
Between 8am-3pm., Mon-Fri.

TRUCK DRIVER WANTED
Heavy Truck Repair Person, Fiberglass Repair Person & Prep Helper. Experience required. Apply at: 4840 Wyoming, Dearborn, MI.

TRUCK DRIVERS
Seasonal employment. Ideal for college students. $6.50/hour. Apply: Silver Creek Company, 43100 Ford 12 Mile, Novi. 349-7600
An Equal Opportunity Employer

TRUCK, DRIVER/WAREHOUSE PERSON - Auburn Hills. CDL & excellent driving record required. 852-2471

TRUCK DRIVER
WAREHOUSE HELP
DELIVERY PERSON
Full benefits. A nice place to work. Ask for Mr Green. 348-9640

TRUCK DRIVER/WAREHOUSE
Relief driver needed. Knowledge in county area. Apply in person at Kistine Land, 37025 Grand River, Farmington.

UNIFORMED SECURITY OFFICERS
TROY AREA
Openings for full time and part time positions available. Must be over 21 years old, have a valid Michigan license, high school diploma or GED, and able to work all shifts. Excellent wages and advancement opportunities. Call Mon-Fri, 9am-4pm
GUARDIAN SECURITY SERVICES
18000 W. 9 Mile Rd
Southfield, MI 48075
(313) 423-4500, ext. 489
Corner of 9 Mile & Southfield Freeway

UST SUPERVISOR - Must be master Management skills in mass transit. Send resume or letter to P O Box 9125, Livonia, MI 48151

VINYL GRAPHIC ARTIST
We need a Vinyl Graphic Artist to create & produce computerized vinyl graphics. You should have the following: qualities & skills: some computer experience, detail oriented, well organized, team player, creative, production oriented. Salary & benefits. Send resume or call
GEISS SIGN STORE (DNB) Inc.
27752 Franklin Rd.
Southfield, MI 48034 353-4840

WANTED ROUTE DRIVERS
For early am paper route. 7 Days. No Collection. $140 per wk. 2 hrs average per day. Must have good transportation. Apply 12601 Farmington Rd. Livonia Distribution Complex, between 8am-6.30am

WELDERS, MIG, experienced, production work. Good pay and benefits. Apply in person between 8 am-11am or 1 to 4pm at DMC Manufacturing, 100 S. Mill, Plymouth
An Equal Opportunity Employer

WINNERS ONLY!
Creative marketing professionals seeking guys/gals who are tired of the daily routine to travel the U.S. promoting well established sports & music productions. To qualify you must be able to start NOW! travel extensively, willing to be trained to speak to the public, be 21 years old & 18. Two week paid training & transportation provided. Call Mr. Blair 10am to 5pm. 261-6800

502 Help Wanted Dental-Medical

ACTIVITIES AIDE
For multi faceted facility in N.W. Detroit. 40 hrs. per wk. Must be flexible. Please call for appointment at 531-4001 ext 263

ASSISTANT - Chairside. Full time or part time. Must be friendly, people oriented and like a challenge. Some experience helpful. Call Dr. Gaudreau (Troy/Bloomfield) hrs After 6PM. 855-2261

ASSISTANT/Dental Hygienist. Part time/full time. Now office. Prime skills a must, experience needed. 478-8121

ASSISTANT DIRECTOR of Nursing to charge in Rehabilitation Hospital. Applicant must have experience in long term care, be a registered nurse, certified as trainer & clinical tester. Call for appointment or send resume to Human Resources, Care Center, 36975 W 5 Mile, Livonia, 48152 261-6000

★ ATTENTION - Our busy hematology/oncology practice is expanding. We offer excellent salary and benefits to an experienced medical technologist, part time. Previous Hematology experience a must.
Medical Transcriptionist, full time weekend. Must meet all DOT requirements. Operating in tri-state area. Must have valid driver's license, good record & driving experience to
Personnel Department, P.O. Box 757, Novi, MI 48376

Two Medical Billers full time, BS/BS experience mandatory.
Medical Assistant/Receptionist, full time, EKG, Venepuncture, and insurance knowledge a must.
Please call Michele between 10-1 PM, Mon. - Fri. 288-4500

BERKLEY MEDICAL OFFICE needs Receptionist/Medical Desk Supervisor, full time, experienced, days, eves, some Saturdays. Medical Assistant, part time, days, eves, Saturdays. X-ray Technologist, part time, eves & Saturdays. 543-2340

BILLERS
New openings this week! Sales needed for cardiology & dermatology. Or physician practices. Corporate office. W DME opportunity. Call Ann Petty Retsky 932-1170
Harper Associates
29870 Middlebelt
Farmington Hills, MI 48334

BILLING AGENT - Experienced in medical insurance billing. Medicare OPC & third party insurance. Computer literacy required especially WordPerfect 5.1 & QPRO. Requires knowledge in accounts receivable & good math aptitude. Please mail resume to: Sheryl Stoddard, Assistant Director, 24123 Greenfield Rd., Southfield, MI 48075

BSN/HOME HEALTH CARE
Visiting Case Manager (full time, day, BSN) Marketing/Sales Coordinator, (BSN) Experienced Company Contact Barb Swan 932-1170
Harper Associates
29870 Middlebelt
Farmington Hills MI 48334

CERTIFIED DENTAL ASSISTANT
Seeking an enthusiastic & outgoing certified dental assistant. Mon thru Thurs. in our Farmington Hills (Birmingham) practice. Excellent opportunity & benefits. 848-3515

CERTIFIED
NURSE ASSISTANTS
Accepting applications for part time 3-11:30 pm shift. Certified Nurse Assistants. Apply
BEVERLY VILLA
16240 West 12 Mile Road
Southfield
An Equal Opportunity Employer

CHAIRSIDE DENTAL ASSISTANT
Part time needed in Rochester area. Some education or experience preferred. 652-3663

CLERICAL POSITION - PART TIME
Seeking individual with proven medical billing experience required. 557-7100

CLINICAL MEDICAL ASSISTANT
for permanent part time position, no weekends. Fax resume to 399-1893 or send resume to 31650 W. 7 Mile, Ste. 107, Livonia, 48152

COLLECTING MANAGER
for physical therapy office. Livonia/Southfield. Experience required. Call Susan 471-3310

COMPUTER TRAINER Instructor - medical software company, Farmington, Mr. Clemons seeking Trainer for end user application classes. Medical billing experience or a plus. Some travel. Benefits. Call Laura 553-8900

DENTAL ASSISTANT - Experienced, 4 days, no Saturdays. Beautiful Bloomfield Heights area. Call days 565-0373

DATA ENTRY
Home Health Care Agency seek full time clerical person for data entry for 465 a. 490 p (some typing). Need general office duties. Knowledge of medical terminology required. Previous home Care office experience preferred
Call Edith 334-1140

502 Help Wanted Dental-Medical

CHIROPRACTIC ASSISTANT
Permanent part time afternoon position available for individual seeking long term employment. Mon., Wed & Fri. 2:45-7:30pm. Clerical skills required. Willing to train qualified person in all aspects of busy office. 27731 Joy Rd. Half mile east of Inkster Rd. 522-5501

DENTAL ASSISTANT
part time, experienced. Our downtown Rochester practice. 2 evenings until 8pm. Please call 651-6411

DENTAL ASSISTANT
Part time. Experience preferred but will train motivated person. Dearborn Heights area. 277-3068

DENTAL Assistant/Receptionist
Full time. Looking for an enthusiastic, caring, people-person. Farmington. Please call 943-1778

DENTAL ASSISTANT
Experienced. For Livonia office. Full time. Top salary and benefits. Call 478-8707

DENTAL ASSISTANT
Full time. If you are enthusiastic, organized, and have a pleasant manner, we want to meet you. 932-1280

DENTAL ASSISTANT - Experienced. For progressive Farmington Hills office. Full time
Call 473-8822

DENTAL ASSISTANT - full time, experienced, professional, outgoing individual needed for busy Bloomfield Livonia family practice. 464-3430

DENTAL ASSISTANT - Experienced, full time. If you are enthusiastic, caring & dependable & enjoy a challenging & pleasant career practice please call Garden City/Westland area. 425-9150

DENTAL ASSISTANT
Full time assistant needed for Dearborn Hts dental office. Experience preferred. Excellent opportunity to learn new skills in dental assisting and progressive procedures. Contact Ann. 277-0510

DENTAL ASSISTANT
Experienced preferred but will train motivated person. Some evenings necessary. 30-40 hours. Royal Oak 548-1711

DENTAL ASSISTANT
Chairside experience, full time. Solo practice located in Redford/Northwest Detroit area. 531-7800

DENTAL ASSISTANT
Part time. Friendly, people oriented practice, some experience necessary. 647-7605

DENTAL ASSISTANT Mature friendly, outgoing, experienced. Assistant for Bloomfield office. Some benefits. 653-2200

DENTAL ASSISTANT
full time and part-time position available. Please call E. Horst, at 458-9402 or send resume to

DMC Health Care Centers
29300 Plymouth Rd.
Livonia MI 48150
Affiliated with The Detroit Medical Center. An Equal Opportunity Employer

LPN
Full time for International Medical Cardiology experience desired but will consider training. Please send resume to Kelly Kinney at

DMC Health Care Centers
27251 Grand River
Southfield MI 48034
Located at Lahser Rd. & 11 Mile
Affiliated with The Detroit Medical Center. An Equal Opportunity Employer

LPN/RN
Part time - full time for Bloomfield Hills family office. Will train. Neatness counts.
EXCELLENT OPPORTUNITY - for a part time or full time medical biller with knowledge of the VGM Medicare Carrier. 425-5700

HONEST, Dependable, mature person. Part time Livonia Medical Office. Basic medical knowledge is necessary, or eager to learn fast. Interested send resume to Box 754
Observer & Eccentric Newspapers
36251 Schoolcraft Rd
Livonia MI 48150

MEDICAL ASSISTANT
For busy Ophthalmology practice with offices in Southfield and West Bloomfield. Full time. Medical Receptionist/COA or some ophthalmologic experience preferred. Please send resume to Box 586
Observer & Eccentric Newspapers
36251 Schoolcraft Rd
Livonia MI 48150

MEDICAL ASSISTANT
Experienced Partial full time
Call 476-6100

MEDICAL ASSISTANT required for busy Southfield office. Able to do X-ray & lab. Some experience helpful. Call Adrienne 358-8100

MEDICAL ASSISTANT
Experienced in Podiatry. X-ray knowledge required. Westland location. 427-6330

MEDICAL ASSISTANT
Report form for full distribution of Rochester 656-0177

MEDICAL ASSISTANT/Part time - Experience required. 30 plus hours a week. Must know X-ray. Send resume to 26210 W 12 Mile Rd., Suite 230 Farmington Hills, MI. 48334

MEDICAL ASSISTANT
Part time to assist in our Southfield and Madison Hts offices. Must have LPN or equivalent. Please forward resume and salary requirements to
26200 West 12 Mile, Suite 300
Southfield, MI 48034

MEDICAL ASSISTANT
Willing to train hard working caring person for full time position. Must be trustworthy. Starting salary $7.25 & bonus for the right person. Excellent benefits. Call Mrs. Hoff at 476-8620 for interview.

MEDICAL ASSISTANT
Looking for great benefits? Expanding practice seeks Medical Assistant, dental staff sharing & great salary? Must be experienced. Call Patty Retsky 932-1170
Harper Associates
29870 Middlebelt
Farmington Hills, MI 48334

MEDICAL BILLER NEEDED for busy Southfield Ophthalmology practice. Some experience preferred. Competitive salary & benefits package. Call Ann Stewart between 9am-3pm Mon-Fri. 352-2808

MEDICAL BILLER/Office Assistant - current Michigan hlth license. We offer a competitive starting salary and pro rated benefits package. Interested applicants please send resume to
Human Resources Department
METROPOLITAN MEDICAL GROUP
35200 Schoolcraft
Livonia, MI 48150
An Equal Opportunity Employer

MEDICAL BILLER/Office Assistant - current Michigan hlth license. We offer a competitive starting salary and pro rated benefits package. Interested applicants please send resume to
Human Resources Department
METROPOLITAN MEDICAL GROUP
35200 Schoolcraft
Livonia, MI 48150
An Equal Opportunity Employer

MEDICAL OFFICE here and there, part time, with experience in insurance billing & physician charges for Birmingham area 647-5850

MEDICAL RECEPTIONIST
Busy office. Part time. Bloomfield area. 348-1131

MEDICAL RECEPTIONIST
For busy pediatric office in W Bloomfield. 3-4 days per week. Must be due date office & computer experience. Call Nancy 655-7510

MEDICAL RECEPTIONIST
BILLER
3 - 5 DAYS A WK. Please consider this new position in a busy practice's office in 1903 - 1905 Haslett Front Desk & Computer Billing. Good people to work with! 352-4232

MEDICAL RECEPTIONIST - full time, 1-2 yrs experience, 32 Mile/Telegraph area. Call Brenda 356-5830

MEDICAL RECEPTIONIST
For busy office. Experience preferred. Part time evenings. Livonia. Contact Administrator 591-0569

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

502 Help Wanted Dental-Medical

DENTAL RECEPTIONIST
Part time. Mature individual needed for friendly, caring dental practice in Novi. Some experience preferred. Evenings & some Saturdays
Call 477-7230

DENTAL RECEPTIONIST
Experienced highly motivated individual to complement our team. We need an enthusiastic person who can meet with patients, schedule the patient's needs first. Send resume to Sue Flynn, 42301 Ohm's Hill, Canton, MI, 48188

DENTAL TECH - CROWN & BRIDGE
Experienced only 591-1766

FULL TIME - mature medical receptionist/biller for Livonia dermatology office. Must be familiar with B.D.M. system & most insurances. Must be willing to work Sat mornings & start immediately. Call early - 477-7022

HOME HEALTH AIDES
Certified or experienced. Excellent pay and benefits
FAMILY HOME CARE
(313) 729-5643
(313) 455-5643 (313) 620-6877

HOME HEALTH AIDE
Immediate need for hourly & live-in assignments in Livonia area. Must have 1 year experience, car available & able to obtain references. Metro Home Health Care Plans
271-6230

HOME HEALTH AIDES
Experienced, mature, dependable & caring people needed for LIVE-IN assignments with the elderly from home. Full time & weekend schedules available. Call Mon-Fri, 9:30am-4:30pm, Mon-Fri., 548-4447

HOME HEALTH AIDES
WELLNESS PLUS
Allen Health Care has immediate openings for aides with at least 1 year experience in the Rochester, Troy & Kimbrough areas. Day, Evening & Weekend shifts. Must have reliable transportation. Call
313-526-0100 for appointments

LAB TECH or Medical Assistant
Part time for W. Bloomfield internist. Experienced only
Call Barbara 855-1441

LIVE IN NURSE & AIDE
Caring, professional Nurse & Aide needed to live in full time (in Lakeshore) with stroke patient. Must know whether transfer & range of motion. Free room & board & $400 per week. Call Sue, 254-5718 or Jan after 5pm 729-1433

LPN
Full time and part-time position available. Please call E. Horst, at 458-9402 or send resume to

DMC Health Care Centers
29300 Plymouth Rd.
Livonia MI 48150
Affiliated with The Detroit Medical Center. An Equal Opportunity Employer

LPN
Full time and part time position available. Please call E. Horst, at 458-9402 or send resume to

DMC Health Care Centers
27251 Grand River
Southfield MI 48034
Located at Lahser Rd. & 11 Mile
Affiliated with The Detroit Medical Center. An Equal Opportunity Employer

OPEN POSITIONS FOR
• FRONT DESK RECEPTIONIST, full time, experienced preferred
• MBS BILLER- for Royal Oak physicians office, permanent
• EXPERIENCED MEDICAL BILLER, knowledge of MBS system, permanent/temporary.
Send resume or call
Human Resources Department
29299 Franklin
Southfield, MI 48034

OPHTHALMIC/TECHNICIAN
Needed for busy Brighton practice. Immediate full time opening. COA or CO1 preferred but not required. Salary commensurate with experience. Send resume to Attention Linda, 5725 Whitmore Lake Rd., Brighton, MI 48116

OPTOMETRIC ASSISTANT - perfect part time job. Experience preferred. Send resume 1358 S. Main St. Plymouth, MI 48170

ORTHOPEDIC - Close Side Assistant for our Canton office. 3 days per week, experience preferred. 981-2444

Part Time 3-11pm Shift
RN/LPN
Part time midnight and contingent afternoon shift. Tired of the hectic scene? Want to learn the other side of patient care? Call Linda Mulroy or apply Cambridge West, 18633 Beech Daly, Redford 255-0010
An Equal Opportunity Employer

PHLEBOTOMIST
National Health Laboratories a leader in the clinical laboratory industry is in search of an Experienced Phlebotomist to work Saturdays in our Regional Drawing Station in Lincoln Park. Successful candidates will have a minimum of 2 years phlebotomy experience, be reliable, able to work independently, and must have dependable transportation. Qualified applicants please apply in person Mon.-Fri., 9-12 and 1-4 at

NATIONAL HEALTH LABORATORIES
3135 Fort Street
Lincoln Park, MI
(Ford Ft. just North of Marion St.)
NO PHONE CALLS PLEASE
Equal Opportunity Employer
Minority/Female/Handicapped/Vet

REGISTERED NURSE
Metro Medical Group a division of Health America can join this team at our late part time (20 hrs. per week) position available at our Livonia Medical Center. The chosen candidate will be responsible for maintaining a current Michigan hlth license. We offer a competitive starting salary and pro rated benefits package. Interested applicants please send resume to
Human Resources Department
METROPOLITAN MEDICAL GROUP
35200 Schoolcraft
Livonia, MI 48150
An Equal Opportunity Employer

RN
Home Health Care Director. Career opportunity to grow with new hospice organization. Growing home care agency needs an experienced RN to develop new hospice home care. Excellent pay & benefits. Send resume & salary requirements to Box 432
Observer & Eccentric Newspapers
36251 Schoolcraft Rd
Livonia MI 48150

RN COORDINATOR
Seeking RN for Internal Medicine. 20% administrative duties. Send resume & salary expectations. Call Brenda at

DMC Health Care Centers
2224 W. 8 Mile Road
Detroit, MI. 48219
Located at W. 8 Mile & Lahser Rd
Affiliated with The Detroit Medical Center. An Equal Opportunity Employer

502 Help Wanted Dental-Medical

MEDICAL COORDINATOR/
CUSTOMER SERVICE REP
Multi-specialty medical evaluation clinic seeks candidate to supervise our daily office flow & promote our services. This requires a high degree of motivation, flexibility & ability to develop marketing goals. The well chosen candidate will have experience in some combination of the following areas: Nursing, Medical Transcription, X-ray studies, patient handling of personal injury cases & mass sing. Please send your resume to T.C.A.M., 20240 W. 12 Mile Rd., Ste 2, Southfield, MI 48076

MEDICAL RECORDS LEAD
Full-time position available. Must possess medical records experience and leadership ability. Please send resume to C. Rohal at:
DMC Health Care Centers
2224 W. 8 Mile Rd.
Detroit, MI. 48219
Affiliated with The Detroit Medical Center. An Equal Opportunity Employer

MEDICAL TECHNOLOGIST
Part-time, midnight shift, working in the STAT Lab. Must be ASCP registered as a Medical Technologist & have 6 mos clinical experience in Blood Banks, Chemistry & Hematology.
Interested candidates please apply:
Mon-Thur., 8am-5pm
Employment Services
16001 W. 9 Mile Rd
Southfield
OR
12:30pm-4pm, Mon., Wed & Fri
Providence Medical Center
10 Mile - Haggerty Rd
Novi
PROVIDENCE
Hospital & Medical Centers
An Equal Opportunity Employer

NURSE AIDES
There are now 4 part time Nurse Aide positions available in our growing home in West Bloomfield. Hours are 3:30pm to 8pm. Must have reliable transportation. For interview, call Mon-Fri. 9am to 4pm 363-4121

STAFF IV RNs
Amicare Home Healthcare, a multiple home health company sponsored by the Sisters of Mercy Health System, is looking for registered nurses with current IV certification. Flexible hours are available, opportunity for RNs who desire to make a real difference in the lives of their patients.
Amicare offers a competitive salary to match your skills & ability. Please contact:
Ms Kathryn Warner
Branch Manager
AMICARE HOME HEALTHCARE
606 Airport Blvd
Ann Arbor, MI 48108
Achieving Workforce Diversity Through Affirmative Action Employer

RN/LPN
Need experienced phone person to handle incoming inquiries about our unique new products. NO SELLING. Full time, complete benefits. Nicest of our kind. Call Mrs. Ziegler 348-4784
Attention
SPRING ROUND UP
Companies are now seeking spring/summer personnel for assignments in the following areas
SWITCHBOARD ATTENDANT
Must be experienced with hidding person on switchboards or calls per day. Good vocabulary
DATA ENTRY/
CUSTOMER SERVICE
Deal directly with customers via phone to answer questions, complaints, etc. Have a minimum of 10,000 keystrokes per hr. Good communication/languages skills
GENERAL OFFICE
Filing, light typing, copying
OLSTEN
Temporary Services
(313) 354-0555
EOE - m/f/h/v

BILLER
Medical office, part time. Experienced. Reply to P. O. Box 85223, Westland, MI. 48185

★ Billing Clerk Sr.
Medical Practice located in Southfield for person with 5+ years of 3rd party billing experience. Excellent benefits available for qualified candidate who can handle high volume of payments per day. Good salary to $19,500. Call or send resume to
ACCOUNTANTS ONE
24133 Northwestern Hwy., Suite 202
Southfield, MI 48075
354-2410
Agency Fee Paid

ACCOUNTS, RECEIVABLE CLERK
Large Southfield based property management company needs accurate detail-oriented. Bookkeeper. Send resume to Bookkeeper, P O Box 5071, Southfield, MI, 48086

BOOKKEEPER - Part time in Canton for asset management company. Computer experience helpful but not necessary. Must strive for accuracy. Send resume to: Box 846
Observer & Eccentric Newspapers
36251 Schoolcraft Rd
Livonia MI 48150

BRIGHT RECEPTIONIST - Full, permanent position. $18,000/Yr.
PSI 459-1166

504 Help Wanted Office-Clerical

ACCEPTING APPLICATIONS!
For all types of office work. Please call for an appointment. If you are dependable, energetic, have reliable transportation, general office skills & a desire to work in a dynamic People-oriented office. 484-6503

ACCOUNTANTS
TEKCOUNTS TO PERMANENT
ACCOUNTS RECEIVABLE: $8/Hour
Experienced in invoicing and collections. EPT exposure helpful.
PAYROLL: $8/Hour
Experienced with hourly payrolls in construction industry.
SEND RESUME TO
ACCOUNTANTS PLUS
1000 N Woodward, Ste. 105
Birmingham, MI 48009

ACCOUNTING CLERK needed for fast paced property management firm. Must be personable, conscientious, self motivated, detail oriented, computer knowledgeable. Property management experience preferred. General ledger & salary requirements to: Box 1480, Farmington Hills MI 48333

ACCOUNTS RECEIVABLE
50-70wpm, order entry, invoicing & data entry. Must be accurate, experienced, only need apply. Call June, 557-7100. Send typing & invoicing resumes & references 585-9473

★ ACCOUNTS RECEIVABLE CLERK
Permanent position for Royal Oak for person with high volume accounts receivable experience, good PC skills, knowledge of Microsoft or LOTUS software. Salary to high teens. Call or send resume to
ACCOUNTANTS ONE
24133 Northwestern Hwy., Suite 202
Southfield, MI 48075
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ACCOUNTS RECEIVABLE PERSON
For large management company in Troy. Accounts Receivable, Lease Payable experience. Excellent benefits. Please send resume & salary requirements to
Farnan & Stein
820 Kirts Blvd.
Suite 100
Troy, MI 48084
Attn: Jaime

ADMINISTRATIVE
OPPORTUNITIES
Call for appointment
Secretaries to $10/hr
Graphics & pay. to $11/hr
Word processing - to 39.50/hr
Data Entry to 5.5/hr
UNIFORCE Temporary Services
SOUTHFIELD - 357-0058

ADMINISTRATIVE/EXECUTIVE
Secretary - Macintosh experience preferred. Temporary to permanent.
ARBOR TEMPS 459-1166

ADMINISTRATIVE/ASSISTANT/RECEPTIONIST
Need strong telephone and organizational skills. Experience in insurance required. Ability to work under pressure and handle multiple priorities. Must respond to Medical Management Group, 32841 Middlebelt, #411, Farmington Hills, MI 48334
Attn: Joanne

ALERT
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Agency Fee Paid

BIRMINGHAM - real estate office, part time hours. No license required. General office duties.
Ask for Al Burns 646-8400

DETROIT - Part time bookkeeper required for small business 835-2003

BOOKKEEPER
Small service business needs experienced bookkeeper. Handle all general ledger, this financial statements. Accounts receivable, accounts payable, payroll, commissions. Computer entry experience required. Lotus experience helpful. $18,000 - $20,000. Send resume with cover letter showing salary history to Box 720
Observer & Eccentric Newspapers
36251 Schoolcraft Rd
Livonia MI 48150

BOOKKEEPER FOR Billing/Receivables Dept. in Plymouth area. Medical Bookkeeping experience preferred, salary based on experience. Send resume to HR Dept., P O Box 15013, Ann Arbor