504 Help Wanted Office-Clerical

PHONE RECEPTIONIST - Light books keeping. Typing. 634-4200

WORLD CUP MICHIGAN HOST COMMITTEE Looking for Receptionist/Secretary. Full time, with benefits. Microsoft works experience helpful. Unique opportunity. Call for appointment. 458-1994

LUXURY AUTO DEALER Seeks full time receptionist. Must be "people oriented". Benefits. Apply in person at Erhard BMW, 4065 Maple at Telegraph.

VETERINARY CLINIC RECEPTIONIST Part-time opening at Michigan Human Society Veterinary Clinic in Westland. Up to 32 hours per week. Qualified candidates will possess strong clerical and public relation skills. Apply in person at 37255 Marquette Road (east of Newburgh Road) in Westland.

RECEPTIONIST needed for a Wall Street brokerage firm in W. Bloomfield. Call Heidi Mon.-Fri. 8:30-5 737-5442

RECEPTIONIST for veterinary hospital. Call after 3pm. Light typing. Send resume: 25883 W. 6 Mile, Redford, MI 48240.

RECEPTIONIST needed part time eves. 5-9pm. Sun. 10-2. Send resume to: Dept. 1993, 2950 Orchard Lake Rd. #202 W Bloomfield, MI. 48322

RECEPTIONIST Front desk position with national insurance corporation. Work pleasing plus. Call Debbie 537-0266 Uniforce Temporary Services

RECEPTIONISTS needed for Livonia. We offer short, long and temp-to-perm assignments. Please call 464-7078 ETD Temporary Service An Equal Opportunity Employer

RECEPTIONIST with good typing skills, Lotus & WordPerfect experience preferred. Prior office experience a must. Full time, Westland area. Mail resumes to: Box 558 Observer & Eccentric Newspapers 36251 Schoolcraft Rd. Livonia MI 48150

Receptionist/Secretary

Extremely well-organized individual to manage busy phone system for office (Northwestern Hills). Must be able to handle multiple duties. Full-time, Mon.-Fri. Send a letter/resume...please call after 3pm: [illegible] 661-0696

RECEPTIONIST - Fast paced professional office looking for full-time energetic person who has experience on a multi-line switchboard & can type 55-60wpm. Excellent benefits package. Apply in person between 8-3pm. Mon-Fri at: 30755 Grand River, Farmington Hills 478-7030

RECEPTIONIST Plymouth Township businesses experienced receptionist handling multi-line phone system. This dynamic position requires good communication & office skills. Employee benefits. 90WPM WordPerfect, & good computer skills are helpful. Send resume to: Colors Color Lab, 7 Amelia Plymouth MI 48170, Attn: Human Resources.

RECEPTIONIST - PART TIME Immediate opening for two shifts: Mon thru Fri 7:30am - 11:30am & 12:00pm - 5:00pm. Professional, mature individual desired for smoke free, drug free Corporation. Duties to include telephone coverage, data processing, data entry, mail sorting and cash receipts. Hourly rate to $6.50 dependent on skills. Send resume to: Linda Kelloogg, P.O. Box 1, Southfield, MI 48034

Receptionist

Clark, Klein & Beaumont is accepting applications for a receptionist for its office located in Bloomfield Hills. Knowledge of Word Perfect is required. Pleasant working environment.

CLARK, KLEIN & BEAUMONT 1000 First Federal Building Detroit, MI 48226 Att: MFH

RECEPTIONIST

McLaren/Hart Environmental Engineering Corp. is seeking a full time front desk receptionist to greet visitors and screen/direct phone calls on a sil-line FACTEL system in our Southfield office.

Ideal candidate is a mature, personable individual seeking a long-term (minimum 2 years) career position. Applicants must have a professional phone manner and excellent communication skills. Light typing duties require ability to type 45-wpm.

An excellent salary ($7-$10/hour, commensurate with experience) and benefits package is offered. For consideration, please forward resume & salary history to: Human Resources Manager,

McLAREN/HART 1000 Town Center, Ste. 600 Southfield, MI 48075 EOE. M/F/D/V

RECEPTIONIST/PART TIME Jeromes-Duncan Ford seeks helpful, positive individual for our office. Mon-Thursday, 5pm-9pm, in the new car department. Duties include assisting customers, answering phone, data entry & general office duties. Apply in person by June 14, ask for Ms. Pratt, in the Sales Office, Dyke, Sterling Heights.

RECEPTIONIST Full time position for busy insurance agency in Novi. We are seeking a cheerful and enthusiastic person to assist sales staff and perform clerical duties. Qualified person should have prior office experience and good communication skills. Excellent employee benefit package. Send resume and salary history to: McBride Agency, Inc. 39555 Orchard Hill Place Dr., Ste 420, Novi, MI 48375 or call 380-8190

504 Help Wanted Office-Clerical

RECEPTIONIST/SECRETARY-For Livonia company. General office duties & computer knowledge required. Full-time. Call: 478-7022

RECEPTIONIST/COLLECTIONS Part-time. Hon. schedule. Troy Area. Respond to P.O. Box 101, Birmingham, MI. 48012.

RECEPTIONIST, PART-TIME, in Farmington Hills. 10-time phone system & Word Perfect 5.1. Contact Denise. 737-3000

RECEPTIONIST, PART-TIME For downtown Rochester clinic. 20 hrs. per wk. Mon-Thurs. Ideal for mother with school aged children. Please contact Kim at: 652-6132

RECEPTIONIST/CLERICAL-For dignostic & tutorial center. Organized, detail oriented, self-motivated. Good phone skills, scheduling & typing. Contact Beverly at: 338-1700

RECEPTIONIST/TYPIST Southfield Town Center law office. Phone answering, WordPerfect experience, 1-2 years legal experience preferred. Call JoAnne. 354-5455

RECEPTIONIST/PART TIME For busy furniture store in Rochester, approx 12 hours per week. Must be reliable, have good phone skills. 651-9430

RECEPTIONIST/CLERK Medical Office. Computer skills desired. Entry level position. Hours flexible, not necessary, will train. Send resume to: Box 446 Observer & Eccentric Newspapers 36251 Schoolcraft Rd. Livonia MI 48150

RECEPTIONIST/PART TIME For busy furniture store in Rochester, approx 12 hours per week. Must be reliable, have good phone skills. 651-9430

RECEPTIONIST/TYPIST Southfield Town Center law office. Phone answering, WordPerfect experience, 1-2 years legal experience preferred. Call JoAnne. 354-5455

RECEPTIONIST Busy Troy-based real estate company looking for full time Receptionist. Good with people, organized, some light typing. Call Jan or Mary Ann between 9am-3:30pm at: 879-2400

RECEPTIONIST Weekend receptionist needed for prestigious, rental real estate firm in Bloomfield Hills. Hours Saturday 9-5, and Sunday 11-4. General office typing. Call Margie at 647-8100

RECEPTIONIST/SECRETARY Entry level position in fast paced office. Professional phone skills a must. Typing & computer skills a plus. Unlimited potential for promotion & raises to the right candidate.: 360-2030

RECEPTIONIST/ SWITCHBOARD OPERATOR Bloomfield Hills firm seeks a highly motivated pleasant individual for reception area. Must be neat in appearance, articulate and assertive. Light typing skills needed. Send resume to: 3760 S. Telegraph, Suite 100, Bloomfield Hills, MI 48302, Attn. D.O.

RETAIL HOME FURNISHINGS firm seeking career minded individual assistant to Buyer. Computer knowledge, communication and mathematical skills required. Pay commensurate with experience. Liberal benefits package. Call after 10am for an interview appointment at: 398-4950

SALES SECRETARY Unique opportunity with aggressive, rapidly growing company. Stimulating environment and attractive benefit package.

Call OFFICETEAM today. We have a reputation for professionalism and excellence.

Phone Fax 358-0222 358-0941 26566 Northwestern Hwy. #250 Southfield, MI 48034

524-3100 524-3115 201 W. Big Beaver Rd. #310 Troy, MI 48084 Vacation and Holiday Pay Health Care Benefits/EOE

- Secretaries
- Switchboard
- Data Entry
- Word Processors
- General Office

Long & short term assignments. Flexible schedules. Temp to perm opportunities. Work close to home. Call for appointment

Farmington, Novi, Livonia, Plymouth areas.

WESTERN TEMPORARY SERVICES 615-0660 39209 GRAND RIVER FARMINGTON HILLS, MI 48335

SECRETARIES

We have immediate full time positions available for experienced Secretaries and Word Processors in the Bloomfield Hills, Southfield, Farmington Hills and Troy areas. These are great jobs with full benefits. Some flexible scheduling. Call Friday or Monday for appointment.

Troy Farmington Hills 643-8590 615-6535

EXPRESS SERVICES Not an Agency Never a Fee

SECRETARY

Several full-time support staff positions. Requires one year secretarial experience with exposure to basic math and communication skills. Demonstrated high degree of accuracy involving detail work, and good basic math and communication skills and working knowledge of WordPerfect 5.1. Qualified candidates may send resume or apply in person at MADONNA UNIVERSITY, HR department, 36000 Schoolcraft, Livonia MI 48150.

Equal Opportunity Affirmative Action Employer

504 Help Wanted Office-Clerical

SALES ASSISTANT for national brokerage firm. Experience recommended. Please call Patty Dertz 393-6641 An Equal Opportunity Employer

SALES SECRETARY/ CUSTOMER SERVICE Busy Birmingham Hills office needs self-motivated individual for sales support. Strong telephone and typing skills required. Computer experience necessary. Salary commensurate with ability. Send resume to: Personnel, P. O. Box 250579, Franklin, MI 48025

Sales Secretary

Middlebelt/Livonia brokerage firm has an opening for a Secretary in the Sales Dept. This position requires excellent secretarial skills including experience with Word Perfect. Enjoy excellent benefits which include profit sharing thru 401K & a comprehensive medical & life insurance program. If you desire to work in a positive environment, with emphasis on customer service & team work, please send your resume to:

Office Manager HOVING & Barbara Systems, Inc. 41180 Bridge Street Novi, MI 48375 An Equal Opportunity Employer

INDUSTRIAL COMPANY Seeking ambitious person for secretarial. Computer skills desired. Knowledge, not necessary, will train. Send resume to: Box 446 Observer & Eccentric Newspapers 36251 Schoolcraft Rd. Livonia MI 48150

SECRETARIAL help for Keego Harbor area. Full time, Mon-Fri. Typing, A/P, A/R, computer. Call between 8am-12 noon Only. 332-3330

SECRETARIAL Part-time 553-8444

SECRETARIES

We have several openings for long-term temporary positions in Downtown Detroit, Troy, Southfield and Livonia. We prefer candidates have experience with:

- WordPerfect 5.1
- Displaywrite IV
- Lotus 123
- Excel
- or Multimate

but we will train any qualified applicants. Machine transcription experience is also a plus. Positions are also available for:

- Junior Secretaries
- Data Entry Operators
- Receptionists

Call today for an interview appointment.

N S SERVICES 473-2111

SECRETARY

COMMERCIAL REAL ESTATE Previous real estate knowledge helpful. WordPerfect, Lotus, Bookkeeping and ability to handle several projects at once. Competitive Salary. Send cover letter & resume by June 14th to MR. DENNIS: 31390 Northwestern Hwy. Ste. A Farmington Hills, MI. 48334

SECRETARY/ COORDINATOR

Immediate opening in the Education Division of our workforce development organization for an individual to coordinate employee education programs for our members. Duties include processing enrollments and applications, maintaining records, handling billings, composing replies to routine inquiries and contributing/writing articles for bi-annual newsletter. Requirements include 1-3 years' general office experience, excellent typing (50wpm) and PC experience (WordPerfect and Pagemaker preferred), and strong numerical/verbal aptitude. Ability. Includes full benefits package. Please send cover letter and resume to:

SECRETARY/COORDINATOR P.O. BOX 2237 SOUTHFIELD, MI. 48037

SECRETARY - Duties include answering phones, typing & bookkeeping. Retired area. 255-8228

SECRETARY Established Novi based company seeking person to handle a wide variety of duties. Salaried position with company benefits. Send resume to: Darlene Kopcho, 40600 Grand River, Novi, MI 48375

SECRETARY for Bloomfield Hills law firm, must have legal experience & be familiar with WordPerfect. Benefits & competitive salary. Please send resume to Administrator, 1850 Woodward Ave, Ste. 200, Bloomfield Hills, MI 48304

SECRETARY for well established Troy law firm. Position available for experienced Secretary with WordPerfect & knowledge of chemical symbols & formulas preferred. Send resume to: Office Manager, P. O. Box 828, Bloomfield Hills, MI. 48303.

International commercial developer has long term openings. WP & Lotus required. Call Daly 644-7862 Uniforce Temporary Services

SECRETARY Manufacturer's group requires full time secretary with WordPerfect and Lotus experience, good typing & a communication skills, data entry, customer service, transcription, excellent benefits. Send resume to: Secretary, 30095 Stephenson Hwy., P.O. Box 2726, Farmington Hills, MI 48333

SECRETARY Mature with minimum 2 yrs. college & computer skills for 1 person office. Send resume to Box #442, Observer & Eccentric Newspapers 36251 Schoolcraft Rd. Livonia MI 48150

SECRETARY - Needed with very good typing, organizational skills, good phone manner & computer literate. Auto manufacturing background helpful. Rochester Hills. Call Elizabeth: 650-8200

SECRETARY needed 20 hours per week, flexible. Word Perfect skills & general office duties. Mail to: The ITR Group, 39555 Orchard Hill Place, Suite 225, Novi, 49375

SECRETARY - PERMANENT Part Time with computer experience. W. Bloomfield. Ask for Denise. 737-0600

SENIOR ACCOUNTANT For Southfield CPA firm. Must have 6 yrs. public accounting experience. $31,000/yr. + bonus + benefits. Send resume to: Box 456 Observer & Eccentric Newspapers 36251 Schoolcraft Rd. Livonia MI 48150

504 Help Wanted Sales

RETAIL ADVERTISING SALESPERSON

Suburban Newspaper is seeking a highly motivated individual with previous advertising sales experience to work out of our Livonia office. B.A. in Advertising or equivalent, knowledge of ad design and layout, plus own transportation with valid driver's license is required. We offer a liberal salary and fringe benefit package. Send resume or apply:

THE Observer & Eccentric NEWSPAPERS 36251 Schoolcraft Livonia, MI 48150

We are an equal opportunity employer

ADVERTISING SALES ASSISTANT

Individual with advertising background and sales experience is needed for an entry level sales assistant position in our Livonia office. Associates Degree in Advertising or equivalent with courses in advertising is required. Experience in print advertising sales is preferred. Valid driver's license and automobile necessary. Excellent salary program and fringe benefits. Send resume or apply:

THE Observer & Eccentric NEWSPAPERS 36251 Schoolcraft Livonia, MI 48150

We are an equal opportunity employer

504 Help Wanted Office-Clerical

SECRETARY - part time, General office duties. Flexible hours. On Michigan Ave in Wayne. Call 729-8110

SECRETARY - PART TIME Rochester financial planner seeks non-smoker with good secretarial skills. Computer helpful. 656-9600

SECRETARY/RECEPTIONIST Full time and weekend positions available in downtown Birmingham real estate office. Detail oriented person with excellent clerical and organizational skills, neat appearance, enthusiasm and good attitude required. $5/hr to start. Send resume to:

BOX # 358 Observer & Eccentric Newspapers 36251 Schoolcraft Rd. Livonia MI 48150

SECRETARY RECEPTIONIST For Bloomfield Hills Division of Real Estate. Telephone and Macintosh experience preferred. Call Jackie Bieleski at 540-7111, ext. 202

SECRETARY/RECEPTIONIST Growing home care firm has immediate opening for a secretary capable of functioning in a fast paced modern office. Very strong Word-Perfect and organizational skills are required. Salary commensurate with position is $8-$9/hr, plus benefits. Please fax resume and salary requirements to: Office Manager, Pediatric Specialty Care, 1101 Big Beaver, Ste. 410, Troy, MI 48084

SECRETARY: Require mature person that knows Word Perfect to type & prepare phones. 35 hours. Mon-Fri. Redford. 532-5901

SECRETARY to $12/HR. No Benefits. Full time. Data Entry, Word-Perfect or similar. 473-7210 STEVEN J. ORLEE PERSONNEL

SECRETARY - Word processing, bookkeeping helpful. Accountants office. Northwest suburbs. Medical benefits. 828-6832

Senior Secretary

PC professional (WordPerfect, Lotus, Windows preferred) needed immediately for the training and development of 40 new PC users at headquarters. Individual will report to the Director and prepare for computer training, take and transcribe dictation, type various reports to the Board, and prepare computer formats for presentation and instructional materials. Requirements include a minimum of 3 years' secretarial experience, typing 60wpm, shorthand 80wpm, excellent PC skills, and strong customer service skills. Competitive salary and benefits package. If you're interested in joining the team of the industry leader, send your resume with salary history to:

BENIOH SECRETARY P.O. BOX 2237 SOUTHFIELD, MI 48037

SOCIAL WORKER

Accepting applications for a long-term-care facility. Prefer related degree with 1 year supervised social work experience in a healthcare setting required. Apply to Hope Nursing Care, 3410 Cherry Hill Rd., Westland, MI 48185, (313) 326-1200 An Equal Opportunity Employer

SUMMER INTERN

Selected from a nationwide business organization, has immediate openings for summer internships in the Livonia area. Positions available various departments. Responsibilities include:

- Performing clerical functions (i.e. answering phones, filing, photocopying, and typing).
- Performing any other functions as needed by the department (i.e. obtaining and reviewing information, preparing correspondence, inputting logs, data entry, etc.).

Interested candidates should submit a resume which must include date of availability to:

SelectCare HR-Summer Intern Ex 8/3 401 Wilshire Blvd., Suite 700 Troy, MI., 48084

SelectCare promotes the practice of Equal Employment opportunity and minority and handicapped candidates are encouraged to apply.

SECRETARY/RECEPTIONIST Immediate opening for Romeo or Dimension experience with this expanding company. Call 752-9934 Uniforce Temporary Services

The City of Berkley is accepting applications for a part time cashier/clerk in the office of the City Treasurer. Applicants should be experienced in cashiering, balancing, clerical tasks and be able to work well with the public. Job duties include: receipt for payments for taxes, water bills, etc., typing, handling cash, registering voters, processing absentee voter applications etc. Hours are Monday through Friday, minimum of 36 hours/week during the months of July, August and December. A flexible schedule the remainder of the year with a minimum of 20 hrs./week. Start $6.60/hr.

FINANCE CLERK - PART TIME

Applicants should be experienced in complex clerical tasks and be able to work with the public. Job duties include: computer data entry and file backup, cashiering, bookkeeping, typing, and answering telephones. Work schedule will be approximately 20 hrs. per week, Tuesday-Friday, starting at 2:30 p.m. Hours may increase during heavy work load periods and while other staff is away. Start $6.60/hr.

Applications for both positions may be obtained and should be submitted in person to the Office of the Assistant City Manager, 2348 Coolidge Highway, Berkley, Michigan, and must be received no later than 5:00 PM, June 11, 1993.

An Equal Opportunity Employer

TYPESETTER Entry level position. Part-time hours. General office help experience with Macintosh computer helpful. Call 348-2960

TYPIST Be a member of a dynamic team, immediate full time opening in Troy firm for a Typist in an excellent work environment. 1 year experience. Type 60wpm. WordPerfect 5.1 necessary. Harvard Graphics a plus. Call Judy 528-5383

WORDPERFECT 5.1 - Quicken experience necessary. Exceptional assistant to corporate officers. A-1 office sales required. Account payable/receivable, payroll, bank reconciled should apply. 565-5600

504 Help Wanted Sales

CAREER SALES OPPORTUNITY

For over 43 years a tradition of quality Real Estate Brokerage has been our Hallmark at:

WEIR, MANUEL, SNYDER & RANKE, INC.

Work with some of Michigan's highest earning Real Estate Sales Associates. A limited number of sales positions are currently available

- OFFICES IN ROCHESTER, TROY, BIRMINGHAM, PLYMOUTH AND WEST BLOOMFIELD.
- IN-HOUSE TRAINING PROVIDED
- TRAINING CLASSES START REGULARLY

For more information and confidential interview with Phyllis Goodrich, Director of Career Development call 851-5500.

WEIR, MANUEL, SNYDER & RANKE, INC. REALTORS

504 Help Wanted Office-Clerical

SUMMER JOB - Secretary/Administrative Clerk for nursing facility. Requires excellent public relations skills, typing at 60wpm and bookkeeping experience. Full time Mon-Fri. Apply Mon-Fri 9:30-4:30 St. Joseph Center, 30425 Grand River, Farmington.

TECHNICAL SUPPORT REP to do phone work for an EDI Software firm. Company, Knowledge of DOS and Fluency in English & Japanese required. Hours 9am to 6pm. Send resume and salary requirements to: Box 446 Observer & Eccentric Newspapers 36251 Schoolcraft Rd. Livonia MI 48150

TYPIST, PART-TIME Must be computer literate with numbers. Flexible hours. Near Square Lake & Telegraph. 335-7766

TYPIST/SECRETARY-Part-time must know WordPerfect. Possible opportunity for more. Send resume, ground information to: Verbatim, 23550 Orchard Crest Dr., Suite 103, Southfield, MI 48034.

WORD PROCESSING SECRETARIES

Full and part time openings in all locations for the following skills:

WORD PROCESSORS (Any software) LOTUS 1-2-3 WYSIWYG D-BASE

We offer: Temp-liked Insurance, Paid Holidays, Bonuses.

LIVONIA 464-3100
SOUTHFIELD 352-1300
AUBURN HILLS 373-7500

NEVER A FEE SNELLING PERSONNEL SERVICES

WORD PROCESSOR

CPA firm in Bloomfield Hills seeks full-time Word Processor for report production. Minimum 2 years experience required. Statistical typing and Lotus 2.4 knowledge a plus. Good benefits & excellent working environment. Send resume & salary requirements to:

P. O. Box 725 Bloomfield Hills, MI 48303-0725

504 Help Wanted Food-Beverage

ACCEPTING APPLICATIONS for Short Order Cooks. Full & part time positions available. Apply in person: Blarney Bay Pub, 31734 W. Warren, Westland.

AM MART STAFF positions available. Must be available for part time. Holidays in Southfield, 26543 Telegraph. No phone calls please.

APPLY WITHIN - Wait persons, (18yrs), dishwashers & bus persons. Mon-Fri 2pm-4pm. Mike's Restaurant, 16825, Middlebelt, Livonia.

ASSISTANT MANAGER - Will train. Must have food service experience. Small deli, 406 W. Michigan, Ypsilanti. Must be available days, Mon.-Fri. Weekends off. 483-7576

ATTENTION: FAST FOOD & FULL SERVICE MANAGERS

National full service family dining chain seeks qualified candidates for local management openings. 2 yrs. + experience a must. Excellent training, benefits & advancement. To $28,000 + bonus. 473-7212 Steven J. Greene Personnel

BAKERY/WHOLESALE Looking for hard working individual to mix & bake. Wage negotiable. Apply at: Top Notch Bakery, 39523 Joy Road, Canton.

BANQUET FACILITY
- WAIT/BUS
- ASSISTANT COOK

(with potential to run kitchen) Apply in Westland/Livonia area 525-1859

BARSTAFF, WAITSTAFF Full time, with some weekends. Experience helpful. Days or nights. Excellent pay. Call Bob at: 474-3533

BARTENDER Apply in person: 817 E. Michigan, Ypsilanti. Cooking involved. 483-6420

BARTENDERS (M/F)

Excellent full time Evening shifts now available. Must have experience. Please call for appointment: Gaslamp's Ranch House, Farmington Hills 477-3340

BARTENDERS/WAIT STAFF STOCK PERSONS Experienced. Novi Expo Center Beach Club. Summer position only. Apply Novi Expo Center 348-5448

BATES HAMBURGERS ALL SHIFTS.

Uniforms furnished. Apply in person to Livonia or 2pm to 5pm daily. 33660 5 Mile, Livonia and 22251 Middlebelt, Farmington Hills.

BILL KNAPPS Now accepting applications for experienced Wait Staff. Ages 18-35/hr. Also need dishwashers. AM shift. Apply in person between 2-4pm - 30630 Grand River between Drake & Halsted

BUS HELP WANTED Full time. Benefits. Call 2pm-5pm. 873-1739

CASHIER - HOST PERSON Flexible hrs., service bar. Pleasant working conditions. Apply in person: Restaurant, 478-5193

CHILI'S BAR & GRILL, Cooks & Dishwashers. Apply in person. Easy, Starting pay $3.50-$7 per hr. Must be available days, nights, or weekends. 34567 Plymouth Rd. Livonia

EXPERIENCED COOKS ONLY Full or part time. Call for appointment 522-1980

COOK, experienced, needed for Dimitri's of Farmington. Good pay, private within, 33200 Grand River or call for interview 478-3301

COOK - FULL TIME

Apply in person: 7640 N. Wayne Rd., Westland.

COOK Full time. Apply in person. The Box Bar & Grill 777 W. Ann Arbor Tr., Plymouth

COOK - GRILL & PREP. Full time nights. Experienced. Pleasant selling. Good pay. Whom area. Bridget or Suzanne. 349-4404 Or 478-1636

COOK - RARE OPPORTUNITY For career advancement in a 4 star restaurant with rapidly expanding banquet catering division. (313) 349-0505

COOKS & BARTENDERS experienced, for private club, W. Bloomfield club. Apply in person: Mon-Fri, 9am-11am only. 6030 W. Maple Rd., W. Bloomfield, between Inkster & Middlebelt.

COOKS DISHWASHERS WAITSTAFF

Full & part time positions available. Excellent starting wage along with medical benefits, profit sharing, paid vacations, employee discounts.

Please apply at: DERBY'S: 7726 Wyndham Rd. Westland 427-7171 or DERBY'S: 29530 Ann Arbor Rd & I-275, Plymouth. 459-0880

COOKS - Experienced Only Apply in person at: Bonnie Brook Golf Club, Telegraph & off Eight Mile. No calls please.

COOKS - Experienced, dependable, Short Order, Full time. Apply in person: Apply 2-4PM: Connors, Telegraph, Bloomfield Hills. 276-1188

COOKS NEEDED - Full or part time. Days or evenings. Weekends. Bentley's Restaurant, Apply within: Jonathon B. Pub, Livonia Mall.

COOKS

Now hiring for assistant lunch shifts. Experienced. Looking for more than a more fast, out-going people to join our team. Please apply by appointment: Blakeway's Ranch House, Farmington Hills. 477-3340

COOKS - JIM BRADY'S NOVI. Evening saute position now available. Must be fast and experienced. Also, evening clerk/prep. Good money and benefits for right people. 26000 Grand River and Novi Roads after 2:00pm.

504 Help Wanted Food-Beverage

COOKS & WAIT STAFF Hiring for all shifts. Great location. Benefit package available. Apply in person between 3-5pm: Luigi's, 23300 Farmington Rd., Farmington. 477-1980

★ COOK

Sweet Lorraine's. Good benefits. Apply in person: 21415 Grand River, Greenfield Rd., North of 12 Mile.

CORPORATE HOTEL looking for Executive Chef must have experience in purchasing & cost control. Supervisory skills are necessary along with exceptional customer skills. This is a 224 suite property. Send resume to Amy Hoffman, 3500 Maple Rd., Bloomfield Hills, MI. 48326

Equal Opportunity Employer M/F/H

COUNTER HELP needed at Kates Coney Island. Flexible hours. 11516 Middlebelt, Livonia.

DELI HELP - full or part time, experience preferred, but will train ambitious people. Call Tom at Sweet Deli Cafe of Troy. 362-3101

DIETARY AIDE for 12pm-7:30pm shift in Westland area. Home in Westland. Mature person preferred. Call 451-1155

Dimitri's Country Kitchen (open 24 hrs.) now hiring:
- Cooks (all shifts)
- Wait Staff (all shifts)
- BUSSERS (all shifts)

Apply in person Sunrise-Noon Mon.-Fri.: 11511 Belleville Rd., Belleville. 699-7553

DISHWASHER PART-TIME DAYS 22800 Gratiot Avenue Dr Southfield

HELP WANTED: All positions. Supervisory level. Apply within: 805 S. Wayne Rd. Westland.

HOT ENERGY, fun & exciting nightclub looking for full & part time bartenders, buffet runners, cocktail waitstaff, host/hostesses. Please apply in person at: 17173 Laurel Park Dr., Livonia. Ask for Ken or Rick.

HIRING HOST/HOSTESS Apply within: 805 S. Wayne Rd. Westland.

HOTEL OPPORTUNITIES The Guest Quarters Suite Hotel in Troy is looking for motivated, quality individuals for the following full/part time positions:

Banquet Bartender
Banquet Server
Banquet Waiter
Laundry Attendent
Night Auditor
Night Front Desk Clerk
Pastry Cook
Restaurant Server

Attractive benefit package for full time positions.

Apply for positions in person Mon.-Fri. between 9-11am.

NO PHONE CALLS PLEASE

Guest Quarters Suite Hotel 850 Tower Dr., Troy, MI 48098 Exit 31 off Crooks Rd. (EOE)

Insurance SOUTHFIELD AGENCY seeking bookkeeper for business. Detailed resume to: P. O. Box 2246, Livonia, MI 48151-0772

KARAOKE BAR PERSON, Bar Person, Cashier, Host & Wait Persons for Japanese family dining. Call Bob Blossom, Novi. Please call for details. 380-9180

KITCHEN/COUNTER & Delivery position available for carry-out restaurant in Westland area. Apply at: Restaurant experience required for Middle Eastern Cuisine, Apply at: 3656 Rochester RD, (In Century Plaza, btwn Big Beaver & Wattles).

KITCHEN & DINING STAFF Accepting applications Mon-Fri. 2-4pm. Presbyterian Village of Redford, 17300 Gatiot, Garfield, Redford.

KITCHEN HELPER Part-time for retirement apartments. Apply in person: 11525 Farmington Rd., Livonia. 425-3050

KITCHEN HELP/PREP PERSON Full time, with benefits, salary commensurate with experience, motivated individual, immediate opening. After 6pm 591-3947

LOOKING FOR DAY WAITSTAFF Call Riverboat Belle in Riverfront, 567-6020

MANAGERS

To $30,000/bonus. Industry leader seeks career minded experienced managers. Immediate local openings. Top benefits.

PERSONNEL SYSTEMS 459-1166

MANAGER WM train right individual for American Chinese Carry-out in Farmington Hills. Hourly wage. Call 661-5539

MEADOWBROOK COUNTRY CLUB. Full time Bus Staff & Wait Staff positions. Apply within, 4061 W. 6 Mile, Northville.

MOUNTAIN JACKS DEARBORN HEIGHTS NOW HIRING

- DISHWASHERS/BUSSERS

Top pay for the right people. Apply in person Mon-Fri 2pm-5pm & Sun. 26207 W. WARREN AVE.

MOUNTAIN JACKS LIVONIA NOW HIRING

FOR ALL POSITIONS! Apply in person Mon-Fri 2pm-5pm 31501 SCHOOLCRAFT (at Merriman)

MOUNTAIN JACKS

is looking for Lunch Servers, Mon-Fri 10am-1pm. Also, part-time/part-time Jobs Tipped Expeditor position available at night.

Apply in person Mon-Thurs 2-4pm 24275 SINACOLA CT. FARMINGTON HILLS

NOW ACCEPTING APPLICATIONS at the Rochester Elks Club for all positions. Cooks, bartenders, waitstaff, and busperssons. Apply in person Wednesday, 10-6pm. 600 E. University Dr.

NOW HIRING - cook, door attendants, host/ess, wait staff. Apply within Charlies Too, 31415 Ford Rd., Garden City, or 32413 Michigan Ave., Wayne.

NOW HIRING

Full time Dishwasher, Kitchen Prep, & Chef. Mongolian Barbecue, 3100 S. Rochester Rd. Rochester. Applications taken daily 2-5pm.

NOW HIRING Waitstaff & Dishwashers Apply in person: 8 Mile & Haggerty Big BOY N NOVI

PAPA JOHN'S PIZZA

is preparing to open a delivery store in Rochester Hills. We are now hiring for drivers, pizza makers & telephone operators. Apply in person at Papa John's Pizza, Rochester Hills at Crooks, between 10am & 4pm, Mon thru Fri. EOE

PIZZA DELIVERY-Must be 18 yrs. or over with good driving record. Apply within: Tommaso's Pizza, 27630 Seven Mile in Livonia.

PIZZA MAKER - Experienced only. 40 hours. Apply in person only: Giovanni's Pizza & Party Shoppe, 24600 W Michoots, Detroit.

PIZZA MAKER, experience necessary. Nights, full time. Apply in person: Mama Mia, 37770 Plymouth Rd., Livonia.

RED LOBSTER - Now hiring for all positions: Full/part time, service & kitchen staff. Flexible hrs. Excellent benefits. 24705 W. 12 Mile, Southfield. Apply Mon.-Fri., 2-5 only.

Restaurant Management

Exciting, fun, high volume Steak & Cheerehouse restaurants need managers for corporate training program. $22,000-$26,000

COOK/DISHWASHER/SUPERVISOR $10,000-$20,000 + bonus. 535-1170 Harper Associates,29870 Middlebelt Farmington Hills, MI 48334

ROCKAWAY CAFE now hiring waitstaff, must be reasonable, energetic & want to have fun. Applications being accepted 9-10pm, 34375 Ford Rd., Westland. No phone calls.

SHORT ORDER COOK, days. Bar Person, Inquire for Cocktail Lounge in the Lake & Telegraph area. Apply: 23810 Five Mile 531-4780

505 Help Wanted Food-Beverage

PIZZA HUT DELIVERY is now hiring for drivers, full or part time, competitive pay, benefits available, 18 yrs. or older, good driving record & valid insurance required. See our manager at: 44000 Ann Arbor Rd., Plymouth or call 844-0300, 23180 Cooley Hwy, Oak Park.

restaurant

!!CHI-CHI'S NOW HIRING!!

FOOD SERVERS, BUSSERS, LINE COOKS, PREP COOKS, DISH MACHINE OPERATORS, HOST STAFF, & BAR STAFF

Apply in Person, No phone calls, Please! Mon-Fri. 2-4pm CHI-CHI'S 29330 Schoolcraft Road Livonia

E.O.E., M/F

STAGE & CO.

NOW HIRING for busy West Bloomfield restaurant & deli.

- Wait staff
- Carryout staff

Full or part time. Experienced only. Apply in person Tues. thru Fri., 2-5pm

6873 Orchard Lake Rd.

WAIT PERSONS/BARTENDER Experienced food & liquor. Full time. Mature attitude. Apply: The Attic, 6700 Rochester Rd, Troy.

WAIT STAFF & COOKS Bussers and Host Person Kerrwood House 7011 N Wayne Rd., Westland

WAIT STAFF - Experienced only, for banquets & grill work. Apply in person at Bonnie Brook Golf Club, Telegraph & Ogden Rd. 534-2830

WAITSTAFF-Experience not necessary, will train. Part-time. Apply in person: Jerry's Restaurant, 32187 Ford & Sparks, 35665 Plymouth, Livonia.

WAITSTAFF-EXPERIENCED Birmingham Country Club . Call to set up an interview. 644-4111

WAITSTAFF Experienced in fine dining. Rochester area. Call Linda, 650-8170

WAIT STAFF - Immediate openings. Day & night shifts. Apply within: Italian Cucina, 39500 Ann Arbor Rd., Plymouth.

WAIT STAFF & KITCHEN STAFF Apply in person, 9am-5pm, contact Christine, 27843 Orchard Lake Road, Farmington Hills.

WAITSTAFF

Lunch or lunch & dinner shifts. Experience necessary. OCEAN GRILLE 648-7001

506 Help Wanted Sales

A BAND WAGON - Climb Aboard!!! INSIDE SALES Mon-Fri. 9-5 That's right! Our company is a band wagon to work for. We are offering base salary, plus commission, health care plan, life insurance, vacation, Full benefits & training program. Every business in the world needs our service. Just the product you have been looking to sell, the high-tech, fast paced price in town. Please call 9-5, Mon-Fri, but only if you want to join us on the Band Wagon to Success. 313-673-5500

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ACT NOW!! Career opportunities! Full/Part-time. You decide. Contacts people! Has the perfect job for you. Work over nine hours. Average $150-$250 week. Also have managers. Call Lora 1-800-299-5826

ACT NOW Retail sales high school for college student. Apply in person at: Century Novelty 38239 Plymouth Rd., Livonia.

ADDITIONAL INCOME - Looking for self motivated people who would like to start a home based business. 458-7558

ADVENTURE & TRAVEL - Major corporation seeks candidates with foreign contacts. Immediate income available. Serious only. 458-9133

ADVERTISING SALES National publisher seeks full time Sales Rep to sell magazine advertising space. Some travel. Send resume to: Box 372 Observer & Eccentric Newspapers 36