EMPLOYMENT

500 Help Wanted

CUSTOMER SERVICE
Full time position available. Fast paced office seeks Customer Service Rep. Must be organized, have good phone personality, typing through and willingness to learn. Computer experience necessary. Video is a plus. Excellent benefits. Send resume to: CTD, 23870 Heslip Dr., Novi, MI 48375.

Customer Service/Sales
Join the winning team!!!
Due to our phenomenal growth and expansion in our Southfield office, we are pleased to announce that we have numerous positions available to receive incoming calls.
IF YOU HAVE:
• 6 Months sales experience
• High energy with good communication skills.
• A drive to succeed
WE OFFER:
• $50 sign on bonus
• Base + Incentive plan
• Permanent full time positions & benefits
• Paid training
Call for interview:
336-0740, extention E279

DELIVERY DRIVER NEEDED.
Good pay, benefits.
KINKO'S COPIES of Troy.
362-1290

DELIVERY DRIVERS
WANTED at the Westland/Taylor/Redford Observer & Eccentric Newspapers. *Must be 18 and older. Earn Holiday cash up to $67/hr.*
DELIVERY PERSON/WAREHOUSE
Good driving record. Apply in person at: Michigan Truck Parts, 35658 Ford Rd., Westland. 722-3800

DESIGNERS - Advanced concept development shop has immediate opening for talented designer/artist/sign body designers. Seeking persons with either exceptional hand structural design experience. Creative and innovative attitude with scale design experience required. Competitive salary and benefits. Call Globe Engineering, Inc., 38415 Schoolcraft Rd., Livonia, MI 48150.

DESKTOP PUBLISHING
Long term assignment for international manufacturer of environmentally sound advanced systems beginning January 30. Must be skilled in Pagemaker, Word, Excel. Great opportunity with dynamic, growing company.
ARBOR TEMPS 459-1166
9433 Haggerty Rd., Plymouth, MI.

DIAMOND ROLL LAPPER
Experienced only need apply. Full time. Starting wage $7.50 to start than 1-10-94. Reply to: Universal Super Abrasives, 37548 Northline Rd., Romulus, MI 48174.
An Equal Opportunity Employer

DIE REPAIR
Immediate openings for afternoon shift. Must have 3 years experience with progressive dies. Call resumes:
Temp Exchange
443-0522

★ DIRECT CARE ★
Group home in Canton area is now seeking staff WILLING TO TRAIN RIGHT INDIVIDUALS. Starting pay $5.50 to $5.75 an hour with excellent benefits. Call Mary or Jeanette at:
313-981-3410

DIRECT CARE
Looking for team members to provide intensive 3 to 1 direct services with a 14 yr. old boy in foster care setting. Interest in specialized training & people skills a must. Team member must be flexible with personal scheduled days & afternoons as ongoing training will be required. Exciting opportunity to be a part of an innovated state of the art program. Must have DMH training. Competitive wage & excellent benefits. For interview appointment call Mary:
326-4201

DIRECT CARE POSITIONS available full & part time in community group homes. Dental & medical benefits for full time employees. Starting wage $5.45 to $6.05 per hour.
Plymouth: 455-7634
New Hudson: 437-7535
South Lyon: 437-5858
Wixom: 347-6412
Westland: 728-5309
Redford: 937-3810
Westland: 513-9130

DIRECT CARE STAFF
Previous experience with developmentally disabled preferred. Excellent benefit package available, plus training provided for those who qualify. $5.50 thru $6.25 to start. For further information call between 11am & 2pm weekdays.
LIVONIA GROUP HOMES
Call Manager 522-6428
Call Manager 591-8729
Call Manager 478-3856
For further information call, Mon.-Fri., 10 am to 2pm
255-8295

DIRECT CARE STAFF
Walk independent group homes serving developmentally disabled adults having canine persons. High school diploma/GED required. Variety of shifts available. Blue Cross/Shield Insurance. Call (3am-4pm):
Redford, 537-9058
Belleville, 699-6545, 699-3808
Dearborn Hts., 277-8183
Livonia, 474-6283
Westland, 326-4394

DIRECT CARE STAFF
Midnight & afternoons. Full or part time. Group home in Livonia.
Call Tom 422-6945

DIRECT CARE STAFF needed for Canton, Plymouth & Wayne Group Homes. $6.25 to start it WCLS or MORC trained. Benefits & advancement possible. Call us at 474-0610

DIRECT CARE STAFF needed to work part time weekends with developmentally disabled adults in Birmingham area group home. $5.00 per hour, benefits. 644-2235

DIRECT CARE WORKER needed to work in a supported independent program in Westland.
Call: 386-1702

DIRECT CARE WORKER
Full or part time to work with developmentally disabled adults in Westland. $5.25/hr. to start plus benefits. Promotion available.
Call Lou at: 595-3253

DRIVER For local, morning & evening, occasional afternoon, pickup and delivery. Good driving record and reliable person. 981-8661

DRIVERS
For growing cab company.
Call for application.
591-2325

DRIVERS WANTED
PRIVATE SCHOOL
Male or Females, Hustlers, Shakers, and Movers who believe the customer is king.

People who are willing to put in long hours and want to make at least $28,000 per year. Someone who wants to be treated friendly, personally, but firmly and with respect.

If your idea of driving is to park a truck against a dock and read the newspaper, don't waste our time. We deliver to shopping homes, vet clinics, hospitals, malls, etc.

Pleasant surroundings, steady work, home every night. Full time growing package & L.T.L. delivery carrier in the state.

Must pass pre-hiring DOT physical & pass random drug tests - be neat, Pleasant, dependable & a team player, over 25, who wears a company supplied uniform, looking to the future. CDL class A is a definite plus.

Write and tell us why you think you belong here. Give us a contact phone number, we'll do the rest.
BOX #864,
Observer & Eccentric Newspapers
36251 Schoolcraft Rd
Livonia MI 48150

DRYWALL HANGERS, finishers, sanders, spotmen, metal framers and labor. Call Redford Drywall 937-0135

500 Help Wanted

DIRECTOR SALES & MARKETING
Innovative training and development company has immediate opening for hands on individual with proven track record to head up sales and marketing. Successful candidate will possess experience in the training and development field, increasing market share, and managing multiple activities in sales and marketing. Ability to roll up your sleeves and accept the challenge of growing the company is a must. Please send your confidential resume and salary requirements to:
Human Synergistics, Inc.
39819 Plymouth Road
Plymouth, MI 48170
Attention: Tara L. Kurtz,
Director of HR.
No phone calls please.

DRIVER - Full time. Company owner needs personal driver. We work at company when not driving. Mechanically inclined with good driving record. Overtime and benefits. Ask for Bob: 368-8500

DRIVERS
Full-time, Bulk Tank Wagon, experienced. CDL license with hazardous endorsements, local oil company. Call Mr. Fenchmacher,
644-9000 Ext. 117

DRIVER WANTED
Some Saturdays.
Auto parts store in Westland.
$5/hour to start. 721-1300

DRIVER/WAREHOUSE
Apply in person: Advance Novelty, 12744 Inkster, Redford, Tues-Thurs. only, 9am-noon. No telephone calls.

DRYCLEANER
Needs presser for silk & wool.
NOVI ROAD CLEANERS
Ask for Ed. 349-8120

EDM OPERATOR
FULL TIME
4 years minimum experience. Pay rate depending on experience. Must be able to make own electrodes. Night shift. Apply at:
10 Hubbard Dr., Plymouth
Or call (313) 453-8800
EOE M/F/H/V

ELECTRICAL ENGINEER
International Call manufacturer is seeking hands on engineer for shop level trouble shooting & mechanical maintenance on manual & CNC control machines. Personal computer, foreign language & customer relations skills an advantage. 3-5 years of similar experience required. Frequent domestic & international travel can be anticipated away from Detroit area office. Send replies to Box 106
Observer & Eccentric Newspapers
36251 Schoolcraft Rd.
Livonia MI 48150

ELECTRICIAN
Commercial construction experience. Excellent pay, benefits.
Call 624-9377

ELECTRICIAN licensed journeyman, minimum 5 years experience in commercial, industrial & service work. Fax resume to: 313-261-1410

ELECTRICIAN - minimum 7 years experience in commercial. Must be licensed & know code. No others need apply. 476-9645

ELECTRICIAN/MACHINE TOOL
Panel wire person, field wire person. Experienced full time. Plymouth. Call between 3 & 4 pm 455-5400

ELECTRICIANS
Needed for residential new construction. Apply in person at: Basic Electric, 45636 Ford Rd., Canton Twp., Mon-Fri, 8am-5pm.

ELECTRONICS POSITION
Guardian Alarm is seeking individuals for a temporary project that will end in Aug. 1994. We are looking for applicants with experience or background in electronics. Alarm experience a plus. Must have a valid Michigan drivers license.

Please send resume or contact, Jeri Nelson or Lynn Makucci at:
Guardian Alarm
20800 Civic Infield Rd.,
Southfield MI 48075

313-423-1000
EOE

EMPLOYMENT SALES MANAGER & SPECIALIST
Our growth has created permanent openings for persons with agency background (professional/technical/clerical). Arbor Temporaries established in 1970 seeks personnel who have a passion for excellence.
ARBOR TEMPORARIES
E. Ellsworth #2
Ann Arbor, MI 48108
761-5252 or FAX 761-5255

AUTOMOTIVE SALES AGENCY ESTABLISHED-desires energetic, mechanical engineer (B.S.) to learn business, support account representatives, represent principals in engineering, product & project development, and grow with organization to become key person. Contact in writing (stating salary & benefit requirements):
Wyatt, Adams & Associates, Inc.
1310 Bowers, Ste. B
Birmingham, MI, 48009

ENGINEER
CUTTING TOOLS
DESIGN SUPERVISOR
Major cutting tool manufacturer, full time position, requires experience with tool design, AUTOCAD, leadership & customer liaison.
Send resume to:
Attention: Engineering Department
Star Cutter Company
P.O. Box 376
Farmington, MI. 48332-0376

ENGINEER - Entry level engineering position working on advanced automotive consults. Responsibilities include maintenance of development timing, budgets, part lists and project correspondence. PC literate and good organizational and written skills. Good opportunity for advancement. Send resume to:
Globe Engineering, Inc., 38415 Schoolcraft Rd., Livonia, MI 48150.

ENGINEERS
Have you thought about a change of careers? Maybe sales? We offer an outstanding opportunity for your future. Sneiling Personnel Services will train you to be a Technical Recruiter. Call 644-4600 for more information.

ENGINEER
$45K-$55K
For world leader in equipment, systems, design, analysis & project management. Need 8 yrs experience in industrial controls engineering. Supervisory experience desirable. Must know control systems hardware, be able to read & design controls logic circuits.

PERSONNEL SYSTEMS 459-1166
9433 Haggerty Rd., Plymouth, MI.

EXCELLENT INCOME OPPORTUNITY
For the motivated individual. Looking for clean cut, well spoken, people-oriented individuals to become an important part of the largest positive and professional valet parking service in Michigan. We'll teach you more than just parking cars. You must be able to drive a stick, have a good driving record, the ability to smile - and stream it. Flexible hours.
704-1070

FACIALIST, MAKEUP ARTIST/
Cosmetic Sales - experienced.
Apply in person at: Tamara's Institute De Beauty, 32520 Northwestern Hwy., Farmington.

FINANCE MAJOR needed for Southfield real estate development. Lotus required, priority management experience a plus, full or part time. 559-7430

FITNESS ENTHUSIASTS
Wellness Center attendants wanted. Daytime & evening hours. Apply in person. Farmington YMCA, 29100 Farmington Rd., Farmington Hills.

OPTICIAN DISPENSER
Experienced Multi locations Excellent hours & salary. Fam. 563-5600

500 Help Wanted

ENGINEER
Supplier to industrial furnace & oven heads is looking for electrical or mechanical engineer. Applicants should have industrial furnace, oven or heat treating experience. Benefits package. Management potential. Send resume to:
Box 128
Observer & Eccentric Newspapers
36251 Schoolcraft Rd.
Livonia MI 48150

FIELD CUSTOMER
SERVICE REPRESENTATIVE
for computer software company. PC experience & personal skills required. Great opportunity. Send resume to: 24063 Five Mile, Redford, MI 48239 or fax to 313-255-9254

Fine Alarm Technician
FIELD SERVICE REPRESENTATIVE
An excellent opportunity is available for a technically mature Fire Alarm Technician with installation experience to join our growing service team. You will be responsible for providing preventative maintenance and repair services on all our early warning fire alarm systems and related equipment.
The successful candidate will have a technical school education in electronics or military equivalency, with at least 2 years field experience involving alarm signaling systems and/or a similar field service environment. You must be willing to travel and participate in a rotating 24-hour emergency service program. A fine opportunity in the Life Safety industry for a serious-minded individual.
You will enjoy competitive salary, company car, participation in a company incentive income program and a competitive benefits program.
Send your resume in confidence to: Mr. Brandon Hovis, Edwards Controls, Inc., 11920 Farmington Road, Livonia, MI 48150. No phone calls please.

EDWARDS
A Unit of
General Signal
E.O.E.

FORGE PRESS OPERATOR
Currently recruiting experienced forge press operators.
OFFERING: Tremendous growth potential, competitive salary and benefit package.
REQUIREMENTS:
Must exhibit proficiency in the operation of the following equipment:
• Sheer Machine
• Large Forging Press
• Small Forging Press
• Induction Heaters
• Shot Blast Equipment
• Must be able to set-up and operate each machine listed.
• Ability to perform routine maintenance on equipment.
• Ability to maintain SPC charting.
• Ability to use gauging to check for proper quality.
• Exhibit problem solving capabilities.
Experienced press operators only. Please.
Send letter of qualification to:
Box 144
Observer & Eccentric Newspapers
36251 Schoolcraft Rd.
Livonia MI 48150
An Equal Opportunity Employer

FRANKLIN Fitness & Racquet Club is looking for mature & responsible individuals to work our desk. Full & part-time available. Apply:
29350 Northwestern Hwy.

FRONT DESK MANAGER
Clarion Hotel has immediate opening for Front Desk Manager and Desk Clerks. Competitive starting salary, excellent benefits.
Apply in person, or send resume, to:
31525 W. 12 Mile
Farmington Hills, MI 48334
An Equal Opportunity Employer

GATEHOUSE ATTENDANT
Friday, Saturday, Sunday, Monday, 4pm to midnight. Dearborn area.
562-3988

$150 BONUS
GENERAL LABOR
Immediate openings in many areas for the following:
PRESS/MACHINE OPERATORS
ELECTRONIC ASSEMBLY
WAREHOUSE/SHIPPING
JANITORIAL
Call for an appointment today!
Temp-Med Insurance, Holiday Pay, Overtime Pay, Cash Bonuses.

SNELLING PERSONNEL
NEVER A FEE
Livonia, 464-2100
Southfield, 352-1300
Auburn Hills, 373-7500
Taylor 284-0777

GENERAL HELPER - Full time groundwork & light maintenance for Birmingham apartment complex. Call Mon.-Fri. 8am-5pm, 646-9880
An Equal Opportunity Employer

GENERAL HELPER
Full time groundwork & light maintenance for Royal Oak apartment complex. Call Mon.-Fri. 9am-5pm, 548-7882
An Equal Opportunity Employer

GENERAL LABOR
Applications being accepted. 8:30 AM - 12 Noon. 5800 Venoy, Garden City, Ford & Venoy.

GENERAL LABORER & CARPENTER SHOP HELP
Northwest Detroit manufacturing plant looking to fill 2 full-time positions. Experience preferred. 40 hrs. plus overtime. Please send resume:
13823 Elmira
Detroit, MI 48227-3099
Attn: Gary Michalski

GENERAL LABOR
Light industrial positions available in the western suburbs. Long & short term assignments.
Metro Staffing 464-4250

GENERAL MANAGER
I need a sharp individual to manage a division of my company. I just want to tend to product design & marketing. I want A MANAGER to take care of everything else: personnel, computers, purchasing, internal & financial reporting. You must be an aggressive self-starter with cost consciousness & leadership skills. Salary $50,000 plus health plan & profit sharing bonus. Resumes in strict confidence to General Manager, PO Box 5085, Southfield, MI 48086.

GIFT GALLERY - PLYMOUTH
Now hiring full & part time sales and stock. Must be detail-oriented & dependable. Ask for Cindy: 453-7733

GRAPHIC ARTS/TECHNICAL ILLUSTRATOR
2-3 years ISO/PRS/QS board training with 1 year+ Adobe Illustrator experience. Career position in West Michigan area. Internal Design Services, 1958 Wilson, SW Grand Rapids, MI 49504. 616-791-9723

GREAT OPPORTUNITY!
Suburban company has full time opening for motivated person to learn all aspects of coffee service business. Will be trained in shipping & receiving, order entry & machine repair. Must have clean driving record. Great hours & wages for neat, dependable person. Apply at: Custom Coffee Service, 10649 Galaxy, Ferndale. 399-8444

500 Help Wanted

GENERAL LABOR
★ Farmington Hills company has full & part-time General Labor opening. Flexible hrs., perfect for students. Blue Cross available. Starting pay $5.50/hr, plus bonuses. Apply in person:
Orchard 14 Car Wash, 30900 Orchard Lake (just S. of 14 Mile).

GENERAL MANAGER
RESOURCE RECOVERY AND RECYCLING AUTHORITY OF SOUTHWEST OAKLAND COUNTY
This is an opportunity to work for a Board of Directors consisting of Municipal Managers for a geographical area. The primary function of the authority is to regionally plan and develop options that will environmentally and cost effectively best serve eight communities in the northwest Detroit Metropolitan area. Immediate project focus is the development of a material recovery facility now in the beginning phase of construction. Local governmental background desirable as well as the ability to handle multiple projects from conception through implementation. Effective written and verbal communication skills are required. Bachelor's Degree in Public Administration or Business Administration is preferred. Five to ten years of working experience in related fields. Salary range: $40,000 - $48,000 annually. Resumes and application materials should be postmarked by February 11, 1994. Please forward materials to: J.M. Dorsey, Treasurer, City of Wixom, 49045 Pontiac Trail, Wixom, Michigan 48393-0155.
Equal Opportunity Employer
Minority/Female/Handicapped/Vet

GROUNDS HELPER
Full time grounds work for Canton apartment complex. Apply in person Mon.-Fri. 9am-5pm. Stonybrook Apts., 8500 Brook Park Dr., off Joy Rd., between I275 & Haggerty.
An Equal Opportunity Employer

GROUNDS MAINTENANCE
Full time position at 2 prestigious Farmington properties. Please stop by to fill out an application. Farmington Oaks Apartments, 21900 Farmington Rd., 8 of 9 Mile.

GROUNDSPERSON
Hardworking, reliable individual needed for a full-time groundsman position at an apartment community in Westland. Work includes landscaping duties, general maintenance of grounds, upkeep of common areas and recreational facilities and other related tasks. Qualified applicants should apply in person Monday through Friday 10am-1pm at:
VILLAGE PARK APARTMENTS
Formally Cedarbrook Place
18377 W. 13 Mile Road
Lathrup Village
Southfield, MI 48076
644-0059
An Equal Opportunity Employer

RECEPTIONIST
Experienced needed for a busy West Bloomfield law office. Call Please ask for Kiki or Jon. 661-1880

HAIR ASSISTANT
Hair salon in Farmington Hills has opening for Assistant. Full-time salary, $225. 851-9043

HAIR DRESSERS Raising at Fifth Avenue, Birmingham Salon. Space for rent-hair stylist & manicurist. Also, assistant to Ralph. 642-7777

HAIRDRESSERS & ASSISTANTS
Needed for upscale Bloomfield Salon. Please call: 433-1968

HAIRDRESSERS needed for salon in Southfield. Great earning potential. Guaranteed hourly. Clean, friendly professional working environment. Paid vacation. Personal days. Advanced education. Medical insurance available.
Jenna. Bleicher: 795-1771

HAIRDRESSER'S ASSISTANT
needed for upbeat, fast paced W. Bloomfield salon. Must be licensed. Advancement opportunities. Ask for Judy 932-1222

HAIR STYLIST - New Management. Barber or Beauticians wanted. A Very Busy Shopping Centre setting.
Name of the shop: Share Your Hair
27726 Plymouth Rd. Livonia
Call Bernice 425-7300

HAIR STYLIST/Sales Person
Wig salon – Livonia
Days: 522-9120
or evenings: 626-2090

HAIR STYLISTS
Barbers/Cosmetologist.
Very busy Royal Oak salon needs haircutters. 60 % Call: 280-0548

HAIRSTYLISTS - want to make a steady income & work in a friendly Canton salon. Hourly & Commission. Call: 981-6190

HAIR STYLISTS
National beauty salon corporation seeks qualified managers & stylists. Paid vacation & holidays. Life insurance available. Department store discounts. Growth opportunity. Salary commission. Call & leave message at, 1-800-789-5478, #147

HAIR STYLIST
Wanted. 50% commission. Must have experience. Closed Sundays. Wonderland Mall. 261-4130

HANDYMAN M/F
No experience necessary. Hatchery & grounds keeper needed for luxury Farmington apartment community. Full time, $5.00 an hour. Apply or call, 38135 Grand River, between Halsted & Drake. 476-8060

HARDWARE DESIGNER
$35K-$40K
Responsible for design of hydraulic, pneumatic, lubrication & electrical hardware for automatic control systems. Need 5 yrs. of industrial automation hardware experience.

PERSONNEL SYSTEMS 459-1166
9433 Haggerty Rd., Plymouth, MI.

HEATING & AIR CONDITIONING
Furnace cleaners needed, will train. Mechanically inclined. Positive attitudes. Salary elderly a plus. Opportunity to make $300-$700 per week. Apply in person: 32483 Schoolcraft, Livonia.

HEATING AIR CONDITIONING TECHNICIAN
Are you hungry yet?
Considering a move?
Have you had it with unfulfilled promises, impossible demands and frustrations that make most jobs nothing but hassles? Consider something very special. US!

Let us share with you what our highly qualified technicians and installers enjoy:

• TOP WAGES:
$16.50 - $18.00/hour to seasoned, qualified professionals. Time and a half after 40 hours and bonus premiums.
• FULL PAID BENEFITS:
Medical and dental insurance, uniforms and clothing allowance, newer trucks, and much more.
• SALES INCENTIVES:
No one is forced to sell anything! We reward you when your customers follow your recommendations of the very fine products and services our company has to offer.

We are reaching out to our area's best, experienced pros. Come join our team. We offer a great benefits, rewards and stability our 48 year old company can offer.

Confidentially guaranteed. Send resume or apply in person:

CHERRY HILL
HEATING & COOLING
3034 N. Telegraph
Dearborn, MI 48128
(313)562-2030

HOME SEWER - Work 10-20 hours per week sewing knee, blue jeans. Must have good working sewing machine & understanding of adjustments. We are known world wide for our quality & need a quality minded, reliable person. C & S Sales. 522-4210

HOTEL DESK CLERK
1 year experience. Afternoons & midnight shifts. 399-8130

500 Help Wanted

HOLIDAY INN
SECURITY GUARD
Experience preferred
BUILDING MAINTENANCE
Experience necessary
Good Salaries & Health Benefits
Apply in Person:
38123 W. 10 Mile Road
at Grand River, Farmington Hills, MI

HORTICULTURE- Tropical plant care in your area. Flexible part-time possible full. Good pay. Experienced helpers.

HOTEL HOUSEKEEPERS
Now hiring for full-time Housekeepers & Assistant Housekeepers. Apply in person: Quality Inn, 15999 S. Laurel Park, Livonia (I-275 & 6 Mile Rd). 464-0050

HOTEL
Ramada Inn Southfield now accepting applications for Front Desk Clerk and Night Audit positions. Experience preferred. No phone calls please, apply within.
17017 W. 9 Mile Road between Greenfield & Southfield Road.

HOUSECLEANERS
The fastest growing maid service in Michigan is now accepting applications for the experienced house. UNLIMITED PAY POTENTIAL. Drive *time included plus we furnish the* new auto. FULL MEDICAL, FULL DENTAL BENEFITS. Paid holidays/vacation. Advancement opportunities. 473-8300
American Freedom Maids, Inc

INDUSTRIAL DISTRIBUTOR
Has immediate openings for shipping, receiving & order pulling. Send resume to Box 118,
Observer & Eccentric Newspapers
36251 Schoolcraft Rd.
Livonia MI 48150

FAST Growing medical supply firm has a full time opening in Insurance Verification Dept. Good phone/communication skills required. Insurance knowledge a must.
Call 953-2000
Voice Mail # 7135

INSURANCE/BIRMINGHAM. Agency positions in personal or commercial lines, customer service Pack, typing & computer skills helpful. Experienced only. Salary open. Growth potential. Non-smokers. 646-5657

LEGAL ASSISTANTS/
CLAIMS ADMINISTRATORS
CIGNA Property & Casualty Company, one of the leading providers of insurance and related financial services to individuals and businesses worldwide. We are dedicated to quality claims management and providing superior service to our client companies.
We have several opportunities for those candidates with 5 years experience as Legal Assistants or Casualty Claims Adjustors. Product liability bodily injury claims experience is preferred.
The ideal candidate will be able to work independently and possess excellent organization and problem solving skills. Effective oral and written communication skills, good keyboard skills and a strong customer service orientation are also required.
We provide a competitive salary and comprehensive benefits package. If you are interested in a challenging work environment and career opportunity, please send your resume to: CIGNA COMPANIES, Attention: Jill Jones, P.O. Box 02489, Detroit, MI 48202.
An Equal Opportunity Employer

500 Help Wanted

HOUSECLEANERS
Suburban Professional Cleaning
360-2030
HOUSEKEEPING
1 year experience. Large hotel. Full or part time. 399-8130

IMMEDIATE OPENINGS
Flexible part time schedule. Typing/phone sales required. Hourly plus bonus. Please call 399-0577

INSULATION INSTALLER
Send resume and salary requirements to:
Box 958
Observer & Eccentric Newspapers
36251 Schoolcraft Rd.
Livonia MI 48150

INSULATION INSTALLERS
opening for construction firm. 8 weeks training program. Full benefits. Looking for select individuals with clean driving record. 476-7010

INSURANCE
Commercial Lines
Non agency seeking licensed CSR with minimum 3 yrs. experience. Send resume and salary requirements to: FDI Group, Attn: Personnel, 39555 Orchard Hill Place, Suite 400, Novi, MI 48375.

INSURANCE ESTIMATOR
Property insurance damage estimator. Must be skilled with computer estimates. Send resumes to:
Box 954
Observer & Eccentric Newspapers
36251 Schoolcraft Rd.
Livonia MI 48150

Insurance
WORKERS' COMPENSATION CLAIMS POSITIONS
Challenging claims management positions in the Detroit area with leading cost management service company.
CLAIMS EXAMINER - At least two years prior WC claims management experience, excellent verbal and written communication skills, and a sincere commitment to quality service is essential. Bachelor's degree is preferred.
CLAIMS ASSISTANT - Assure accurate and timely payment of medical tax bills on behalf of our client. Thorough knowledge of medical terminology proficiency with computerized claims system and 2-3 years' related experience.
We offer competitive salary and benefit package which includes tuition assistance and flexible hours. Please send resume, including salary requirements to:
NAS REPLY SERVICE
Dept. 12C067
300 River Place
Suite 5550
Detroit, MI 48207
An Equal Opportunity Employer

INSURANCE, 20-30 hour week. Mature with good personality, phone manners for customer service/sales type rep. Westland. 261-1000

INVENTORY
Call now. Last hiring before busy season. No experience necessary. Paid training. Benefits available. $6.25 to start.
JANITORIAL for Westland & Canton area. Evenings, Mon.-Fri. 5pm-9pm. Call & leave message at: 981-0045

500 Help Wanted

INVENTORY
Call now. Last hiring before busy season. No experience necessary. Paid training. Benefits available. $6.25 to start. 489-8324

JANITORIAL HELP needed in Farmington Hills area. Mon. thru Fri., 4 hours per night. $5.25 per hour to start. Must have reliable transportation. 810-887-6230

JANITORIAL OFFICE CLEANING
Mon.-Fri. both Livonia & Garden City areas. Part time evening hours.
995-8966

JANITORIAL POSITIONS
Full or part time. Farmington, Birmingham, Troy & Dearborn areas. Call to schedule an immediate interview:
1-800-482-5432

JANITOR: Part-time, with expertise. Apply after 2pm at 38865 Schoolcraft, Livonia.

JOB COACHES - Positions available to work with people with disabilities. Prefer Child trained. Degree in high school diploma and related transportation. 442-9360 or 292-2900

JOIN A WINNER
First Optometry has exciting career opportunities. If you are a self motivated individual with a "Can-do" attitude, we want you! Optical experience a plus, but we will train the right person. Positions are available at many locations.
Send your resume to:
FIRST OPTOMETRY
P.O. Box 719
Roseville, MI 48066-0710

JOURNEYMAN
ELECTRICIAN
Full time or part time.
465-8710

KINDER-CARE - now hiring for full & part-time positions in the Farmington Hill/Northville area. Benefits & tuition reimbursement but will provide training. Call 477-4233 or 477-4040 or 553-7350

KNITTER - Experienced. Full/part time. Technical machine and/or handwork. Fine jog technique preferred. 542-5064

LABORERS wanted for midnight shift to clean tile floors in supermarkets. Must be experienced in auto scrubbing & propane buffers. Drug screening required. Full-time, $7/hr. Send resume or letter to:
Professional Floor Maintenance
P.O. Box 24854
Detroit, MI 48224

LATHE OPERATOR
O.D. GRINDER
CUTTER GRINDER
Immediate openings 2-4 years experience. Benefits plus 401k.
Call Bernice 425-7300

LATHE OPERATOR & DRILL PRESS OPERATOR - EXPERIENCE REQUIRED - IMMEDIATE OPENINGS - APPLY AT: 30625 CHERRY HILL RD. (AT THE CORNER OF RIDGE RD.) IN CANTON. 495-0000

WESTLAND
CONVALESCENT CENTER
Has full time positions available in the Laundry and House keeping Departments. No experience necessary, will train. Apply at: 36137 W. Warren, Westland, MI 48185.

LEGAL SECRETARY
Small Downtown defense firm needs secretary with legal & Word Perfect experience. Call 964-0150 or fax resume to: 964-2226

LIGHT ASSEMBLY
Machine shop. Farmington Hills. Full time, benefits, days. Apply at: 24532 W. Industrial Dr., off Grand River, between Haggerty & Lilley.

500 Help Wanted

LEASING CONSULTANT
Experienced part time sales consultant needed for apartment/townhome community in Farmington. Must be very outgoing, personable, and have a professional appearance. Computer knowledge helpful. Call Mon. thru Fri. 644-1300

LEASING POSITION for an apt. community in Canton area. Full time, benefits available, experience necessary. Call 358-8400

LEGAL ASSISTANT - Highly skilled legal assistant able to assume substantial responsibility with at least 3 yrs. experience in commercial litigation/real estate desired for Oakland County law firm. Salary commensurate with qualifications.
Send resume to: Box 982,
Observer & Eccentric Newspapers
36251 Schoolcraft Rd.
Livonia MI 48150

LIFEGUARD & SWIM instructors mornings & weekends. Certification required. Site director for before & after school program. Must have minimum of 60 college credit hours, with at least 12 hours elementary ed or related field. Immediate openings. Westland YMCA. 721-7044

LIKE CARS?
Female or male, immediate opening for a reliable, part-time but full serve gas-island attendants. Call for a personal interview with the Service Manager, 8AM-3PM, Colony Car Wash, Plymouth, MI. 455-1011

LINGERIE MODELS
needed for Clubs, Restaurants & Lounges. Day & evening shows available. Must be 21. Reliable transportation. We will train. Bring photo and apply in person to: Lacey Lingerie 6579 Middlebelt, Garden City, MI 421-6355

LOVER'S LANE
Now hiring part time stockroom/receiver. 30 hours per week.
Apply, in person, 2020 N. Wayne Rd., Westland

MACHINE OPERATORS
Immediate steady full-time positions for Detroit Automotive Supplier. Day and afternoon shifts available. Competitive wages plus company paid benefit package. Call:
Human Resources Dept. 81 538-4000

MACHINE SHOP
Immediate openings in Farmington Hills area. Day shift. Steady, full time work. Some overtime. Vacations, holidays, benefits. Some experience preferred, but will train.
Call Mon. - Wed. 9am-3pm 473-9305

MACHINE TOOL REBUILDER
High accuracy machine tool rebuilder w/basic inning skills & troubleshooting background. 5 years experience required.
Excellent working conditions & advancement opportunities.
DMR, Inc. 459-7740

MACHINIST
I.D., O.D. Grinder to train on Jig Grinder. Overtime benefits. Apply at: 4963 Belleville Rd., in Canton.

MACHINIST
Surface Grinders, Lathe, Mill. O.D. to work days & afternoons. Experience preferred, but will train. Benefits. Apply: 4985 Belleville, Canton.

MAID/HOUSEKEEPER
Residential housekeeping service needs a few dependable, full or part time staff members. Mon.-Fri. days only. Excellent pay, bonuses, benefits and flexibility. Apply in person: Sweeping Beauties, 41808 Joy Rd., Canton. Between Haggerty & Lilley.

500 Help Wanted

MACHINE OPERATOR
National Graphics Company seeks individual to operate UMC router. Position requires previous production experience, as well as a strong understanding of DOS based Personal Computers. Contact:
Rob Wethington, 9 am-3:30 pm.
255-6460, ext. 434
An Equal Opportunity Employer

ON-SITE CARETAKER
For small apartment complex. Compensation commensurate with duties. Call between 6pm-8pm evenings at: 522-9651

Maids To Order looking for dependable persons for full & part-time housecleaning. Transportation needed. Good pay. 665-3778

MAINTENANCE
a large apt community looking for the right person to preform over abts. Knowledge of electrical, heating, plumbing helpful. Will train. Apply within 9am-5pm. Cherry Hill Manor Apts. 187 Cherry Valley Dr. between Beck & Haggerty Rd.
277-1280

MAINTENANCE
Clarion Hotel has immediate opening for afternoon shift Maintenance Engineer. Competitive starting salary and benefits. Electrical knowledge a plus. Apply in person: 31525 W 12 Mile, Farmington Hills.
An Equal Opportunity Employer

MAINTENANCE
Leading Metro Detroit Property Management Firm is accepting applications for Maintenance Supervisors and technicians for Detroit area. Applicants must have skills in HVAC, plumbing, electrical and apartment rehabilitation. Must be self starters and able to work independently. Salary commensurate with ability and experience. Send resume in confidence to Maintenance, P.O. Box 5053, Farmington Hills, MI 48333-9053
An Equal Opportunity Employer

Maintenance
LIFT TRUCK MECHANIC
Immediate opening within our maintenance department for an experienced mechanic. Must possess prior working knowledge of lift truck mechanics, welding & general building maintenance. We offer an excellent salary, benefits, company benefits & the opportunity to work with a leader. Send resume or letter of application to:
Human Resources Dept.
UNITED STATIONERS
32432 Clinton Rivers, MI 48150

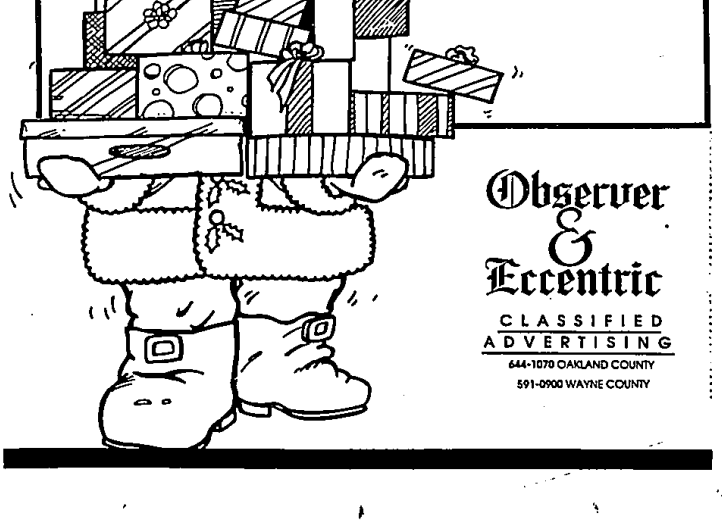
NO PHONE CALLS PLEASE.

MAINTENANCE PERSON required full-time for afternoon shift. Must have solid mechanical & machine repair skills as well as hydraulic electrical & pneumatic experience. Must be self-starter with good problem solving skills. Good interpersonal skills. Send resume with salary history to: Prime Tube Inc. 13101 Eckles Rd., Plymouth, MI 48170.

MAINTENANCE SUPERVISOR
A Livonia-based housing company is looking a for person that is knowledgeable in diesel truck repair & maintenance to oversee the operations of our maintenance department on a part-time basis. If this sounds interesting to you, please call & ask for Jim Gibson at:
313-522-7383

Something for Everyone

Is your Christmas list bigger than your budget? You can count on the classifieds for a variety of great gifts at very affordable prices. From books to bicycles, there's something for everyone.
The classifieds for Christmas—
a gift from us to you!



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