500 Help Wanted

ACCOUNTING CLERK
Opening for person with recent experience in processing large volumes of payables, receivables. Prepare bank reconciliations. Knowledge of the basic principles of general accounting. Computer experience a must. Competitive salary & full benefits package. Send resume or submit with application to: Personnel Manager, P.O. Box 8024, Plymouth, MI 48170.

EXPERIENCED ALARM INSTALLERS AND HELPERS
Previous experience required but will train company experienced dealer. Base Plus + Benefits. Good driving record, clean background check, and have an excellent driving reputation. Applications now being accepted. Apply: 23473 Industrial Road, East of Inkster, 1 block south of 8 mile. Drug-free workplace. Equal Opportunity Employer. Send resume to: Multiband Security Systems, P.O. Box 808, Dearborn Heights, MI 48127-0808

500 Help Wanted

APARTMENT GROUNDSKEEPER
Full time position at 43 apt. complex. Apply in Person, Tuesday & Wednesday, 9 - 4:30 p.m. at Garden Hill Apartments, Maintenance Office, 6 Mile Rd. 1½ miles west of Farmington.

APARTMENT LEASING AGENT
Busy apartment complex near Penniman Plaza. Full time position. Must be outgoing, organized, individual. Good communication skills required. Experience in real estate not necessary. Please send resume to: Hall Real Assoc., 1251 Circle Dr., Plymouth, MI 48340

APARTMENT LEASING AGENT
Seeking individuals, 40 hrs. per week plus benefits. Must be willing to work weekends and weekdays. Only energetic, self motivated, independent & reliable need apply. Previous experience preferred. Call before 3pm 261-0622

500 Help Wanted

ANTIQUE AUCTION
Friday Nite April 22 6PM
Preview 4:30
Romulus Progressive Club,
11580 Origa
Take I-275 south to I-94 west & exit Huggerty Rd., go south 1 mile to Huron River Drive, turn left & go approximately ½ miles to a T Point intersection, turn sharp left on Origa & you're there.
Victorian Bisque doll collection, large oak 5 curve roll top desk & other fine antique furniture. Teddy Bears, early children's books & collectibles galore including Brio, Tonka, Thomas, Dionne Quints, Walt Disney, Toys, Victorian glassware, washstands & the unique. For a free tabloid or mailed listing, call Doug Dalton, Auctioneer (313) 887-8636

500 Help Wanted

ADMINISTRATIVE ASSISTANT
For commercial real estate services firm. Must have 2-3 yrs. office experience, type 50wpm, have strong english, math & communication skills. Knowledge of real estate and legal documents a plus. Send resume and salary requirements to: 300 E. Long Lake Rd., Suite 350, Bloomfield Hills, MI 48304

APARTMENT MANAGER
Resident manager, single or couple, for adult community in Wayne. Free apartment plus salary. Part-time position.
251-4171

APARTMENT MANAGER COUPLE
For large suburban apartment complex. Must have 2 years experience in property management. Apply: Hunt & Varnes included. Call Mon.-Fri. 9am-5pm. 332-4043
An Equal Opportunity Employer

APPLICATIONS now being accepted for janitorial office cleaning. Day or evenings. Contact Sherry 788-8418

APPLICATIONS needed for part time office cleaning evening hrs. Union Lake Rd. & Commerce Rd. 10 Mile & Farmington. Call between 9 am at 11 Mile & Middlebelt 738-6505

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with background in mechanics. Full time. Apply Mon. thru Fri. between 9 & 3pm at 24031 St. Haggerty Industrial Wixom & Joy/Livonia area. 458-9600

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ASSISTANT Dining Room Manager Trainees. Krystal & Mayer Restaurants. 4 years college or equivalent. Minimum 2 years work experience, 45 hours per week. $15,642/year to start. Fax resumes to: Krystal & Mayer Restaurants, 1775 Washington Rd. Rochester, MI 48309

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ASSISTANT Merchandise Manager position available full time, benefits available, experience preferred in retail food or health & beauty aids. Apply Warren Preserptionex, 32910 Middlebelt, at 14 Mile, Farmington Hills. 855-7177

ASSISTANT TEACHER - Part time assistant teacher needed for morning 9 & afternoon shift at Oak Park & West Bloomfield nurseries. Excellent benefits. Call for more information 661-7806

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The ideal candidate will have a minimum of 2 years' liability claims handling experience. Basic personal computer CRT skills as well as excellent analytical, communication, decision-making and negotiation skills are necessary. College degree preferred.

Nationwide offers a highly competitive salary commensurate with experience and a comprehensive benefits package. If you are interested in this opportunity, please send your resume to Nationwide Insurance, Mrs. Lin Wilson, Human Resources Department, 200 E. Campus View Blvd., Columbus, OH 43235.

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We offer an hourly wage with benefits and profit sharing.

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Call Today and Place Your Special Secretaries Week Message.

Your message will appear on Thursday,
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Call before 5 p.m., Monday, April 25, 1994
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Messages are only $2.00 per line
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Management Opportunity
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Management Professional required for automotive Molding Department. Molding technical experience is specifically required, along with leadership, organizational and communication skills. Department consists of 20+ molding machines with 50 employees operating three shifts. Successful candidate should have a college degree & some management or supervisory experience in a non-union manufacturing environment.

INJECTION MOLDING MAINTENANCE TECHNICIAN
Experience with routine maintenance of injection molding machine & basic mechanical skills are required.

MOLDING TECHNICIAN
We are seeking a person with experience in the set-up and operation of injection molding machines. Must be able to set-up, adjust and trouble-shoot injection molding equipment.

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Career opportunity to join the design staff of an expanding automotive supplier. This is a regular full-time, not a contract position. Candidates must have an Associates degree in Mechanical Design/Drafting & working knowledge of GD&T. Experience with work station & CAD systems is also preferred. Duties will be to design & detail products & tooling. Experience with plastic/metal assemblies & ability to analyze fit/interference is desirable.

INJECTION MOLDING MACHINE OPERATORS
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