



EMPLOYMENT

504 Help Wanted Office-Clerical

NEEDED NOW

20 People with 100% perfect record. Must be phone & data entry. Send resume.

LIVONIA

ADIA Inc. 11111 E. 11th Ave. Suite 100
Livonia, MI 48150
Tel: (313) 291-1100

504 Help Wanted Office-Clerical

CASHIERS & PROOF OPERATORS

Pharmaceutical company located in Livonia, MI. Same required.

• Cashier experience 6 months
• 12 hrs/week
• 17:00-5:00 P.M.

ADIA
525-0330
Home Fax

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BOOKKEEPER/INVENTORY

Part time. Bookkeeping, Inventory. 504-335-2245

WANT A JOB? GET A GOOD JOB CALL ADIA

Resumes, Salary, Interview, Training, Career Advice
(Mon-Fri 9-5) (Sat 10-4)
Livonia, Michigan, Contact us at
ADIA
525-0330
Home Fax

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CLERICAL SUPPORT

Devoted financial corporation seeks an efficient clerical support individual for a fast paced working environment. Candidates must be able to work accurately under pressure, able to work with time sensitive data, have excellent communication skills, and be able to handle multiple tasks. This position is for a full time position. Please send resume to: ADIA, 525-0330, Home Fax.

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10 FULL TIME OPENINGS

Customer Service Reps

Telephone Customer Service position, with 10 full time openings. The ideal candidate will be a self-motivated individual with a minimum of 1 year experience in a customer service position. Must be able to handle multiple tasks, have excellent communication skills, and be able to work under pressure. Please send resume to: ADIA, 525-0330, Home Fax.

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CUSTOMER SERVICE REP

Experienced in buying, computer, and inventory. Must be able to handle multiple tasks, have excellent communication skills, and be able to work under pressure. Please send resume to: ADIA, 525-0330, Home Fax.

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CLERK TYPE - PART TIME

Farmington Hills, Michigan. Part time position. Must be able to handle multiple tasks, have excellent communication skills, and be able to work under pressure. Please send resume to: ADIA, 525-0330, Home Fax.

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WHOLE OPERATOR

Part time position. Must be able to handle multiple tasks, have excellent communication skills, and be able to work under pressure. Please send resume to: ADIA, 525-0330, Home Fax.

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DATA ENTRY CLERK

Part time position. Must be able to handle multiple tasks, have excellent communication skills, and be able to work under pressure. Please send resume to: ADIA, 525-0330, Home Fax.

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GENERAL OFFICE/SECRETARIAL

Part time position. Must be able to handle multiple tasks, have excellent communication skills, and be able to work under pressure. Please send resume to: ADIA, 525-0330, Home Fax.

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GENERAL OFFICE/AD AGENCY

Part time position. Must be able to handle multiple tasks, have excellent communication skills, and be able to work under pressure. Please send resume to: ADIA, 525-0330, Home Fax.

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IF YOU'RE IN THE RED WE'LL PUT YOU IN THE GREEN

Part time position. Must be able to handle multiple tasks, have excellent communication skills, and be able to work under pressure. Please send resume to: ADIA, 525-0330, Home Fax.

Custom Connect Classifieds

The New Voice In Classified Advertising

YOUR NEWSPAPER CLASSIFIED AD IS ONLY A PHONE CALL AWAY

New Custom Connect Classifieds extend the range and power of the traditional print ad with voice Classified Service PLUS extended customer access through the Ameritech PagesPlus front of the book section of the Yellow Pages.

CLASSIFIED

ADVERTISE IN ONE NEWSPAPER, BUT REACH POTENTIAL CUSTOMERS THROUGHOUT THE NETWORK CURRENTLY IN WAYNE, OAKLAND, MACOMB, LIVINGSTON AND MONROE COUNTIES.

Target markets and respondents.

Provide 24-Hour Access and Security, screen responses at your convenience and leave messages or further instructions. There is no need to release your name, phone number or address.

Promote Employment, Vehicles/Boats and Accessories for Sale, Rentals and Real Estate classifieds with additional categories on the way.

Custom Connect Classifieds Feature:

- ☐ Advertise in one newspaper, but reach potential customers throughout the network currently in Wayne, Oakland, Macomb, Livingston and Monroe counties.
- ☐ Target markets and respondents.
- ☐ Provide 24-Hour Access and Security, screen responses at your convenience and leave messages or further instructions. There is no need to release your name, phone number or address.
- ☐ Promote Employment, Vehicles/Boats and Accessories for Sale, Rentals and Real Estate classifieds with additional categories on the way.

With Custom Connect Classifieds all types of businesses can screen responses faster, at a reduced overhead. You won't tie up phones or valuable personnel waiting for customers to answer your classified ads.

To Place Advertising

- When you place a classified ad for Real Estate, Rentals, Employment or Vehicles/Boats tell the representative that you are interested in Custom Connect Classifieds. (It will appear at the end of your ad preceded by the number 433-4800, followed by 516 and a 4-digit line number).
- Anyone with a touch-tone phone throughout the network who responds to your ad will hear your personally recorded message, and can have a message on your mailbox.
- Call Custom Connect Classifieds from any touch-tone phone 24-hours a day, seven days a week, to check responses to your ad. You will have a personal password to check your messages, so your privacy will be protected.

**CALL (313) 591-0900
(810) 644-1070**

To Respond To Advertising

- To respond to a specific ad with a toll-free number, call (810) 433-4800, enter 5161 when asked to enter a 4-digit code and enter the appropriate four-digit line number when prompted.
- To receive classified ads at any category, call (810) 433-4800, enter 0991 when asked to enter a four-digit code. You may then:
- Press 1 for instructions
 - Press 2 to screen ads
 - Press 3 to enter a line number
 - Press 4 to go to the next category which enables you to select ads based on category, vehicle, price, home features, etc. The following options will help you through the network:
 - Press 2 to go back to the previous category
 - Press 3 to skip ads in the next category
 - Press 4 to leave a message
 - Press 5 to go to the next category
 - Press 6 to go to the previous category
- To screen classified ads, call (810) 433-4800.
- Your-digit Code 0991