## 500 Help Wanted General

Banking

### TELLER

Standard Federal Bank, one of the nation's largest banking institutions, has immediate openings for hourly and salaried Consegnent Tellers in Troy, W. Bloomfield / Farmington Area.

Hourly positions offer approximately 20-23 hours of work each week and salaried Saturday hours. Light typing, good mathematical aptitude and customer service skills required. Experience as a cashier helpful. Teller training in Troy.

Apply in person Thursday, Oct 19, 10am-1noon at

STANDARD FEDERAL BANK
6120 Maple Road West
West Bloomfield, MI 48322

or

Apply in person Mon. through Fri., 9 30am-3 30pm at

STANDARD FEDERAL BANK
2600 W Big Beaver Rd
Troy, MI 48084

Standard Federal

Equal Opportunity Employer
M/F/D/V

BENEFITS ANALYST

Employee benefits brokerage firm seeks person with 2 to 3 years of business experience to assist in the review of administrative and financial details of group insurance benefits program. Tasks include review and analysis of employee benefit plan documents, financial reviews and overall financial experience. Computer skills required including computer skills (spreadsheets and word processing) and excellent communication skills required. Mail resume to Dept C, Wilson Partners, 800 Wilshire Drive, Suite 304, Troy MI 48084

BENEFITS/SAFETY Coordinator - Expanding manufacturer has opportunity seasoned Benefits Expediter, to administer all employee Benefits (Medical, Dental, Life, LTD, STD and 401(k) are a must. Knowledge of Excel, plus 2-3 years experience necessary.

Full benefit package including 401(k) and tuition reimbursement is offered. Resume may be submitted by fax (313) 416-2683 or mail. Please include salary history.

ADSTRA CORPORATION
Attn: BC - HR
Plymouth, MI 48170
EOE

BLUEPRINT OPERATOR
HIGH volume operation seeks experienced Blueprint Operator. Pay commensurate with experience.
Call 810-258-1181

### BOOKKEEPER

Contractor has immediate full time opening for a dedicated, detail oriented and organized person to handle computerized bookkeeping, accounts payable/receivable, and general ledger duties. Knowledge of Lotus helpful.
Mon-Fri., (313) 479-0197

BOOKKEEPER / ACCOUNTANT
With 2 years experience in Public Accounting. Full & part time employment from Bookkeeper to Tjokes & Associates, 33545 Cherry Hill Rd, Westland, MI 48185

### BOOKKEEPER/ FULL CHARGE

Professional Southfield CPA firm seeks individual to provide day to day accounting support to small and medium size business. Ideal candidate will have at least 5 years of computerized accounting experience. Thru financial statements. Will have a strong microcomputer background. If interested in working in a fast paced environment, fax resume (810) 358-1190 Call, (810) 358-1191, Southfield, MI 48037.
An Equal Opportunity Employer

CARETAKER COUPLE
Suburban apartment complex has openings for caretaker couples. Duties include maintenance, cleaning and some office. Job offers salary, apartment & utilities. For interest call.
810-509-6880

CARPENTER - Must be experienced in rough & finish carpentry, have own truck & tools & references. Call (810) 398-6390 or (810) 553-8370

CARPENTERS EXPERIENCED
rough framers & laborers. Pay based on experience. Benefits available.
(810)777-9750

CARPENTERS EXPERIENCED.
rough framing. Blue Cross & dental.
Waterford (317)468-3540

CARPENTERS & LABORERS
needed for new construction. Starting second week. Day or overnight work. Rough & finish. Work 40 hours year round. Call (810) 347-6473

• CARPENTERS - Licensed
Rough & Finishing
• PLUMBERS - Licensed
To work on general contractor with City of Detroit contracts. Must have own truck & tools. 313-892-0088

Carpenters Needed
Willing to travel
Call: 810-533-8485

CARPENTERS NEEDED
For general contractor. Pay based on experience. Call 313-753-4921 or 810-477-3945

CARPENTERS NEEDED
ROUGH residential, full time work. (810)632-7706

CARPENTERS - PAINTERS AND SIDERS
Experienced only, need apply
313-453-2221

CARPENTERS/ROOFERS
with general construction background. Residential/commercial. Wages commensurate with experience.
(810) 835-9658

CARPENTERS
Rough & finish experience. References. Call Dave 810-360-1087

CARPENTERS
Rough carpenters wanted to work in Novi & Brighton areas. Experienced carpenters paid top dollar including health insurance, dental & prescription plan. We consider dependable, hardworking mature. 810-477-4486

CARPENTERS (ROUGH)
Residential. Dependable new hires with own transportation. Benefits.
(313) 864-6311

CARPENTERS/ ROUGH FRAMERS
To work in the Northville and Novi areas. Call (810) 471-2936

CARPET CLEANERS WANTED
We are seeking to train the right person to earn $400-$600 per week. Immediate openings. Call
313-261-0780

### Cash Application Specialist

National healthcare corporation seeks an experienced Cash Application Specialist. Duties will include application of cash to individual patient accounts from third party payor remittance vouchers. Analyze reconciliation studies & make classifications will include 2 years experience in high volume automated cash posting environment. Ideally communicable with experience for this full time position. Send resume to:

Controller
17197 N Laurel Park Dr
Suite 340
Livonia, MI 48152
EOE

HEAD CASHIER - Experienced, full time. Benefits, profit sharing. Apply within: VIK's Fruit Market, 15 Mile & Southfield Rd.

CASHIER/DELI
Flexible hours. Experienced. Management retail food market. Excellent starting compensation. Starting pay $6.00. Call 313-455-0900

CASHIER
Full-time, 1pm-7pm, Mon.-Fri. Carry-out position. Apply in person: Livonia School Food Service, 36075 Five Mile

CASHIER - MIDNIGHT SHIFT
Fri., Sat., Sun. Licensed. Blue Station. $5.60/hr. Will train. Call Jeff, 313-464-3323

### CASHIER

MON-FRI 10am-3pm. Light smoking personality. Call Money: 810-354-4127 or 810-866-7633.

CASHIER/SALES
Vending Business
Clarkston, Farmington, Rochester
Call Eve. (810) 474-7103

CASHIERS
Full & part time. Up to $7 an hour. Benefits available. Please call Farmington Hills Shell, 810-553-2622

CASHIERS
Full time, day shift. Apply in person. Vic's Fruit Market, 13 Mile & Southfield

### CASHIERS

FULL time Retail sales experience preferred, no late night hrs., benefits include medical, with dental & vacation. Pay depends on experience, minimum $6 per hour.
Apply in person only:
JOE'S PRODUCE
33152 W 7 Mile • Livonia

### CASHIERS PHARMACY TECHS

Full & part time positions available for Cashiers & pharmacy technicians with drug store experience.
• Excellent full time benefits package
• Clean, pleasant working conditions
• Flexible hours
(No Sundays, holidays or overnights)

Apply in person daily between 10am-4pm at

CMB Pharmacy
1135 W. University Dr., Suite 105
(In the lobby of the new Crittenton Medical building)

CAREER OPPORTUNITIES
Managers/Assistant Managers
SALES ASSOCIATES
Total Petroleum, Inc. is seeking Sales Associates for immediate positions. Must be dependable & hard working. We offer: Flexible schedules, insurance benefits, 3 base reviews within the first 6 months & opportunities to advance. Please apply at your nearest Total Location.
Manager/Assistant Manager positions. Prior convenience store/gasoline or college degree preferred, but not required. We offer:
• Excellent starting salary
• Bonus program
• Full benefits package/pension plan
• Paid vacation/holidays
For management position, please send resume to

TOTAL PETROLEUM, INC.
28001 Cabin Drive
Romulus, MI. 48174
Attention Personnel

CAREGIVER FOR elderly woman. Live in. Good wages, benefits & transportation. Experience preferred. 9-5pm. (313)721-1601

### CAREGIVER POSITION

St. James Episcopal Church, 350 W. Maple, Birmingham, is seeking an experienced person to act as a Caregiver every Sunday morning, 8:00-11:30am. This position pays $25 per Sunday. The person should be experienced with infants thru 12 yr olds. Please contact The Reverend Bill Bohen (810) 644-0820

CARETAKER COUPLE
Suburban apartment complex has openings for caretaker couples. Duties include maintenance, cleaning and some office. Job offers salary, apartment & utilities. For interest call.
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CARPENTER - Must be experienced in rough & finish carpentry, have own truck & tools & references. Call (810) 398-6390 or (810) 553-8370

CARPENTERS EXPERIENCED
rough framers & laborers. Pay based on experience. Benefits available.
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rough framing. Blue Cross & dental.
Waterford (317)468-3540

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Rough & Finishing
• PLUMBERS - Licensed
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(810) 835-9658

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Controller
17197 N Laurel Park Dr
Suite 340
Livonia, MI 48152
EOE

RN STAFF POSITION
EXCELLENT FULL & PART TIME $6 TO START +COMMISSIONS +$1000 HIRE IN BONUS
Flexible scheduling. Great work environment. Apply at Westbloomfield Country Club, 5500 W 14 Mile, Northville, (W. of Haggerty)

BUYER/SHOP PERSON needed by Electrical Contractor Wholesaler. Must have experience helpful. Good wages/benefits. Immediate opening. Send resume to: P.O. Box 2606, Southfield, MI 48037

### Cable TV Aerial Construction

ACI, has immediate openings for entry level CATV aerial construction positions in Ann Arbor/Washtenaw. No prior experience necessary. Must be physically able to climb poles and work at heights. Pole climbing skills and aerial construction experience preferred. Starting wage is $6.00 per hour. CALL ACI Aerial Construction (313) 416-8386, Ext. 818

## 500 Help Wanted General

CITY OF LIVONIA
The City of Livonia is accepting applications for FULL-TIME AND/OR PART-TIME PERMANENT AND/OR TEMPORARY employment opportunities for the following position.

TAX CLERK I
$20,550.40 to $22,713.60/yr. Must be U.S. citizen or resident alien with the right to work in the U.S.; have high school diploma or GED; have knowledge of property tax principles and laws; letter experience; and/or accounting/bookkeeping experience. Prior municipal government, banking or finance business work experience helpful. ALL APPLICANTS CONSIDERED FOR INTERVIEW MUST PASS A SECURITY BACKGROUND INVESTIGATION CONDUCTED BY THE LIVONIA POLICE DEPT.

Apply no later than 5:00 p.m., Friday, October 27, 1995 to: City of Livonia, Civil Service, 33000 Civic Center Drive, P.O. Box 4, Farmington Hills, Michigan 48331, (313) 421-2000 Ext. 234. Office hours: 8:30 a.m. to 5:30 p.m.
NO TELEGRAMS ACCEPTED
An Equal Employment Opportunity Employer M/F/H

CLEAN HOUSE
Team concept. Training. Bonuses. Weekend and nights or weekends. Molly Maid Rochester/Troy (810) 652-8210

CLEANING DEPT - Now hiring at Westland Mall. Full time positions. First shift positions available. Apply at Customer Service.

Criminal check & drug testing.

CLEANING PERSON
Needed Sterling area apt complex. Call Mon-Fri., 9am-3pm
313-726-2580

CLEANING PERSON
needed for apt. community in Southfield. Full time, benefits available
810-356-0400

CLEANING SERVICE. Several office cleaning positions open in the Plymouth & Farmington Hills. Flexible evening hours. $6 per hr. (810) 474-9520

CLERICAL POSITION in legal services department for a growing company located in Rochester. Mon-Fri. 8:30am-5pm. Salaried position w/excellent benefits. Fast paced environment. Typing 30-35wpm, ability to learn and grasp computer knowledge helpful, excellent communication skills, good mathematical aptitude. Contact Danielle for consideration by fax at (810) 852-2911. Ext. 2628
EOE

CLERICAL POSITIONS AVAILABLE
in professional office settings
• Receptionists
• Secretaries
• General Office
• Word Processors
& MORE!
WOLVERINE STAFFING
313-513-6600

CLERK/MESSENGER
Part time position with busy Bloomfield Hills law firm. Duties include, messenger, document & library filing, copying, etc. Flexible work schedule. Send resume to: Attn: Office Manager, 2000 Woodward Ave., Suite 350, Bloomfield Hills, MI 48304 or fax to
(810) 258-8745

Clerk - Payroll/ Data Entry

The City Directory division of R.L. Polk is seeking clerks for its accounting department. Polk offers career opportunities, a strong and stable business including medical, 401(k), tuition reimbursement & free parking in our headquarters building near Eastern Market. Ideal candidate has school diploma, math skills, proficient with adding machine & able to accurately type 35 wpm. Please apply at: Betty Hendricks, 1155 Brewery Park Blvd., Detroit, MI 48207-2697

CLERKS & ASSISTANT MANAGERS - For all shifts. Hop-In Convenience Stores. Full or part time. Call Sherry (313) 454-0581

CNC FACAL OPERATOR
Must be able to read blueprints, full time, full benefits. Apply at: 30621 Industrial Rd., in Livonia

CNC LATHE OPERATOR
Experience helpful, but not necessary.
40 hours guaranteed overtime.
(810) 685-2491

CNC LATHE Operators Top pay, full benefits. Day and evening shifts. Call Ken (810) 362-4020

CNC MACHINISTS
Day and evening shifts
Excellent wages & benefits
401-K available. Call Gary Precision
313-459-5600

CNC MAZAK LATHE OPERATOR
8 years experience. Must be able to do all jobs as assigned. Overtime. Steady work, over-time. Apply in person at: Colonial Tool Company, 34307 Telegraph Rd., Southfield

CNC MILL & LATHE OPERATORS
Immediate openings for precision machine shop. Must have knowledge of Set-up and FANUC Controls. Excellent wages & benefits. Apply at
12700 Marsh Redford
313-537-0490

COLLECTIONS SPECIALIST

A suburban-based HMO is currently seeking a Collections Specialist to be responsible for the simply collection of premium receivables.

Must have two years of full-time college credits in a business related discipline. Three years of accounts receivable/commercial collections experience is required. Must have excellent verbal and written communication, negotiation and interpersonal skills, strong math ability and be able to work independently with minimal supervision. Ability to handle bulking procedures, collection methods and establishing payment plans required, as well as proven analytical, problem and word processor experience. Must have a basic understanding of medical reimbursement structures.

We offer excellent salary and benefits. If you are interested in this challenging position, please send your resume and salary requirement in confidence to:

HUMAN RESOURCES - C9
P.O. 3043
Southfield, MI 48086-3043
An Equal Opportunity Employer

COLLECTOR
Commercial equipment finance company seeks aggressive, experienced individual. Excellent compensation. Attractive salary with benefits package. Send resume to: Box 8, P.O. Box 5068, Farmington Hills, MI 48333

COLLEGE STUDENTS - Great Labor Day events you! Flexible hours. Excellent pay. Must have car.
Call (810) 616-3184

COMMODITY SPECIALIST
Individual must possess customer service, inventory control and telephone sales. Duties include managing all aspects of soft drink, such as pull sheets, order entry, scheduling, shipping & receiving and inventory control. Must be able to travel between Mt. Clemens and Novi.

HYDRAULIC TECHNICIAN
Individual must possess strong hydraulic experience and trouble shooting skills, additional knowledge in these areas would be helpful:
• Pneumatics
• Basic computer skills - word processing
• Electrical control systems

Competitive wage & benefit package. Send resume to: Attn. Personnel, J. H. Dworkin & Co., Inc., 41368 Vincenti Ct., Novi, MI 48375

COMPANION NEEDED. Home care for elderly woman. Live out, weekends, nights, visit brain. Does Mobil Home & Commerce areas. Pleasant car. $3.50-$7.50. Advancement opportunities. (810) 471-1811

## 500 Help Wanted General

COMMUNICATIONS
Use your great people skills to help win growing company. We offer travel opportunities, extensive training, in a positive environment. Great starting pay and meet appearance a must.
Ask for Dawn 810-683-4636

### O/E

### NETWORK SYSTEM ENGINEER

O/E Systems, an industry leading system integrator, with offices throughout the midwest, has immediate System Engineer openings in our Novi, MI or Farmington headquarters in Troy, MI. Potential candidates should possess any combination of the following qualifications for consideration:

• BS or equivalent experience
• Extensive NetWare 3.x,4.x
• Windows NT Server
• Novell Netware, TCP/IP, NDS
• EIS & Novi Gateways
• Network Infrastructure Design

As an industry leader, O/E Systems has the ability to offer challenging work environment, competitive salary, 401K, tuition reimbursement, retirement pay & a wide range of professional development paths. If you think you would be a valuable addition to our expanding team with a great team.

Please send or FAX resume & salary requirements to:

O/E Systems, Inc.
3290 W. Big Beaver, Ste. 116
Troy, MI 48084
Fax: 810-643-7882
Ann Barth HR3

### O/E

### COMPUTER FIELD SERVICE TECHNICIANS

O/E Systems of Troy is in need of well motivated factory certified Field Service Technicians. Potential candidates should possess the following:

• Hardware services certifications from Compaq, IBM, HP, Mac
• Experienced w/DOS, Windows, Netware, OS/2, Mac environment
• Memory management
• Laser & dot matrix printer repair experience
• An certification helpful
• Well balanced organizational & communication skills

O/E Systems offers challenging positions with competitive salary, 401K, tuition reimbursement & a wide range of professional growth paths. Please send or FAX resume & salary requirements to:

O/E Systems, Inc.
3290 W. Big Beaver, Ste 116
Troy, MI 48084
Fax 810-643-7882
Ann Barth HR3

Computer
Client/Server Development
Fortune Southfield company seeks experienced programmer for full time, growth position. Experience with Access and/or SQL required. Excellent salary, benefits package. 401-K, flex 391, 23000 Grand Ave., Eastpointe, MI 48021, or fax (810) 848-0152

### COMPUTER ENGRAVER TRAINEE

No experience necessary. Basic computer skills helpful. Full time with benefits.
(810) 646-1916

### COMPUTER PROGRAMMER

Full time COBOL and/or BASIC programmer position available for small business applications in VAX/VMS environment. Ideal candidate will have 2 years desired Degree or certificate required. Experience preferred. Some knowledge of DBMS required. Salary commensurate with experience. Send resume and salary requirements to:

Joyce E. Reinets
Assistant Superintendent for Personnel
Livonia Public Schools
15125 Farmington Road
Livonia, MI 48154
An Equal Opportunity Employer

COMPUTERS
### CITY OF LIVONIA

The City of Livonia is seeking qualified applicants for FULL-TIME PERMANENT AND/OR TEMPORARY employment opportunities for the following position:

ELECTION SYSTEMS OPERATOR
$26,270.40 - $29,203.20 Applicant must be a U.S. citizen or resident alien with the right to work in the U.S.; have a high school diploma or equivalency; and have two years of full time paid experience working in elections or comparable experience. Ideal candidate will have knowledge of computer applications, DOS and Microsoft WORD, experience or formal training using a 386 based network (preferably NOVELL) preferred. Apply no later than 5:00 p.m., Friday, October 27, 1995. APPLY AT: Civic Center City Hall, Civil Service Department, 3rd Floor, 33000 Civic Center Drive, P.O. Box 4, Farmington Hills, Michigan 48331-3055. Ext. 234. Office hours 8:30 A.M. to 5:00 P.M.

COMPUTER SERVICES COMPANY is seeking a motivated individual for a position in our telephone sales & customer support. Individual must possess PC knowledge, be able to confidently communicate with clients. Sell solutions only. Please send resume to FBS 28351 Fisherman, Ste. 200, Warren MI 48093

Establish a career with the nation's largest department store.

JCPenney, Twelve Oaks, Westland and Summit Place are now accepting applications for full and part-time people in the following departments:

- Maintenance
- Loss Prevention
- Catalog
- Salon Stylists
- Jewelry Repair
- Childrens

Selling Specialists For:

- Men's Clothing
- Ladies' Apparel
- Shoes
- Jewelry
- Furniture
- Window Treatments

Benefits include merchandise discount, medical/dental insurance, paid vacations/holidays, sick pay, savings and profit sharing plan.

Apply in person at JCPenney, Twelve Oaks, Westland or Summit Place Personnel Office during store hours.

JCPenney

An equal opportunity employer, M/F/H

## 500 Help Wanted General

Computer Software Company Developing Client / Server Manufacturing Applications Needs Independent Computer Professional Experience in Visual Basic Required Experience with VB or 3rd Party Tools / SQL & Plus Send Resumes To

CIS Development Project
27301 Dequindre Road #203
Madison Heights, MI 48071

COMPUTER SUPPORT
REAL Estate information services company seeks computer support representative to provide telephone support to our and users knowledge, skills, PC software understanding & excellent verbal communication skills. Ideal candidate has experience with the real estate industry is a plus. Competitive salary & benefits package includes, medical, dental, 401K & more. No phone calls. Please submit detailed resume including salary requirements to

Observer & Eccentric Newspapers
36251 Schoolcraft Rd.
Livonia, MI 48150

COMPUTER SUPPORT
REAL Estate information services company seeks computer support representative to provide telephone support to our and users knowledge, skills, PC software understanding & excellent verbal communications are a must. Knowledge/experience with the real estate industry is a plus. Competitive salary & benefits package includes, medical, dental, 401K & more. No phone calls. Please submit detailed resume including salary requirements to:

Observer & Eccentric Newspapers
36251 Schoolcraft Rd.
Livonia, MI 48150

COMPUTER TECHNICIAN
Full/part time. Field service on PC's & printers. Need reliable transportation. Send resume to: CRC, 32946 W. Seven Mile, Redford, MI. 48240 FAX (313) 538-2850 Or call (313) 538-0022

### COMPUTER WAREHOUSE

Full & Part time positions available. Apply within: 797 E. Big Beaver, Troy or call 810-689-5333, ask for Ann.

NOVI UNION construction company looking for good carpenters. Person Lots of work. Call (810) 324-0112.

CONSTRUCTION, CONCRETE, laborers & finishers
(810) 486-3969

### CONSTRUCTION SUPERINTENDENT

For Residential Builder of Custom Homes. Experience necessary.
810-661-0800

CONSTRUCTION SUPER INTENDANT/ ASSISTANT
To oversee production & scheduling for residential remodeling company. Experience in all trades, carpenters, drywallers, custom kitchens & baths. Please send resume & references PO Box 5373, Plymouth, MI 48170

CONSTRUCTION WORKERS
- wet train, physical & drug screen required. Medical benefits
Call between 8-5 810-623-2783

CONSULTANT TRAINEES
EARNINGS Potential: 200-1/2 percent of the 102 year old firm! Learn the exciting profession of permanent & contract placement. Structured training by seasoned pros. Free Dinner. Greek.
(810) 569-3030

CONTROL PANEL WIRE
Personnel Wanted - 1year experience required. Good pay & benefits
Call 810-280-0630

COOKS & Dietary Aides needed for immediate openings at Full time Star Manor Nursing Home, Northville. Mt
(810) 349-4290

### COUNTER CLERK

FULL & part-time. No experience necessary. Apply within: Sunset Cleaners, 15 Mile & Lahser
810-647-3009

### COUNTER CLERKS

MAI Kai Cleaners, good pay & benefits. Farmington Hills & W. Bloomfield
Call 313-517-9550

COUNTER HELP
Dry cleaners needed. Counter help. Part time or full time. Livonia area
313-464-0003

### COUNTER HELP

for Dry Cleaners. Good pay. Paid holidays. Quality work environment. Maple Rd./Orchard Lake
Call (810) 645-0004

COUNTER HELP for Service Department, full time position. Apply within: Ken Ryan Lincoln Mercury, 34567 K&M Marine, 14990 Telegraph, Redford Township

COUNTER HELP & PRESSERS
Full time, Paid holidays. Starting salary $6.25/hour. Full time
Westland (313) 427-4447

COUNTER PERSON
Full time days. Benefits available. Apply within: Mr. Hoagie
14 Mile & Farmington area
Ask for Beverly (810) 855-2002

COUNTER PERSON
Homemakers, students & retirees. Up to $7/hr. Will train. Farmington area. Call Ann at (810)477-6410

COURIER
Needed to pick up and deliver mail in metropolitan Detroit area. Medical insurance paid. Full-time, benefits. Southfield home office. Use of company car for deliveries. Must have a good driving record and pass clean drug test. Please call Marianne Evans between 9am and 1pm to schedule an interview.
Fax resume to 810-354-4609
EOE/M/F/V

COUNTER SERVICE REP
Full time position. Must have experience. Fax resume: 5773 Canton Center, Canton, MI 48187

## 500 Help Wanted General

CREDIT INVESTIGATOR
ENTRY level position. Excellent opportunity currently exists offering on the job training. Make credit decisions on small business accounts. Exciting opportunity for team player. Benefits including health dental, 401(k). Send resume to D.C., P.O. Box 9006, Farmington Hills, MI 48334

CREDIT UNION TELLER
EXPERIENCED
Full time benefits. Experience a plus. $20K+ for right person. 40 hrs/wk. 1785 Rochester Rd., Troy, MI 48083

Custodial/Janitorial
Local college has part time position available. Some weekends required. Must have ability to perform heavy lifting. Apply in person at Walsh College, 3838 Livernois Road, Troy, MI 48083.

### CUSTODIAN

Custodian for Senior-Citizen Community. Full time position for a mature minded, responsible, energetic person with at least two years experience in custodial work and maintenance. Good salary and benefits package. Apply in person at Village Oaks, 30001 Cil. Marine Ave., Livonia, MI. Apply between 1:00 p.m. to 4:00 p.m., Monday - Friday

EOE

CUSTODIANS - Knowledge of all custodial methods & materials, excellent references and performance. Able to work well with staff & students. Hourly, 52 weeks. $14.10/hr. Applications available by written request to: Human Resources, School Dist. of Farmington, 32422 Shiawassee Rd., Farmington Hills, MI 48336. Equal Opportunity Employer

CUSTOMER SERVICE
Several individuals needed for large client in Plymouth area to assist with customer service. Full time. Will train. Hours flexible and varied.
Dynamique Personnel
313-464-6500

CUSTOMER SERVICE ASSISTANT
For insurance company in Waterford. Handle customer calls, must have possess a marketing resume. Word & Excel experience preferred. Insurance background helpful. Pay $7-$8 plus full benefits. Resume to: Customer Service, 1520 S. Lapeer Rd., 8119, Lake Orion, MI 48360

CUSTOMER SERVICE FOLLOW UP CALLING
HUMAN RESOURCES
(810) 541-0600

CUSTOMER SERVICE REPS/ DATA PROCESSERS
FULL TIME/PART TIME
Day, Afternoon, Evening & Midnight Shifts. If you are customer service professional & would like to join the exciting industry of cable television, send your resume to: Omnicom Cable, Attn. Helena Kaye, Customer Service Manager, 8465 Ronda Dr., Canton, MI 48187
EEO/M/F/H
BENEFITS AVAILABLE

Customer Service/Sales
$350-$500/Wk.
Full Time
Immediate Openings!
4 Shifts Available
Rapidly expanding service company is looking for quick thinking, sales oriented people to answer incoming calls. Individual must be enthusiastic and enjoy extensive phone work. 6 months sales & customer service. Call Ann Thurs. 9am-1pm
313-3120, ext 471

Customer Service
• $6.50/Hr.
• Full or Part Time
• 1st, 2nd, Weekend Shifts

Several people needed for long term projects at Texas Oaks Mall. Light typing & good communication skills needed. Fun position participating in the "Be True To Your School Program." Ideal for local schools! Call today! (810) 615-0600

Western STAFF SERVICES.

CUSTOM PICTURE Framer. Premount, free, experienced. Part time. Send resume to 653 W. Ann Arbor Trail, Plymouth, MI 48170

retail

## 500 Help Wanted General

Customer Service Coordinator

National distributor of gourmet specialty foods is looking for a team player with excellent customer skills and sales experience to provide support in our Farmington Hills office. Knowledge of telephone selling, sales & customer service experience required. The non-smoker must have excellent telephone manner & good multi aptitude. If interest please apply in person

0915 BROKAW/EY, INC
24470 Indoplex Circle, Ste 102
Farmington Hills, MI 48335
No phone calls please

DATA ENTRY

Expanding plastic container manufacturer is looking for experienced data entry personnel for 1st & 3rd shift positions available. Must passed pre-employment test.
DATA ENTRY ID Box 63816
Westland, MI 48185

Data Processing
### AUTOMATION ANALYST

We are seeking a highly motivated individual to join our Residential Automation Support Department. Responsibilities include research, development, testing and implementation of automation alternatives and enhancements, plan, implement and support software, for our Residential division. Ideal candidate will provide year/night technical support via telephone to our Residential branch network and assist in new application training. Qualified candidate must have excellent verbal and written communication skills and be able to work independently. An understanding of hardware and software configuration, specifically PC LAN'S (preferably Novell), Windows, Windows and Word for Windows preferred. Maintains and is responsible for the maintenance of equipment and support for a large scale LAN. A minimum of 3 years' experience is required.

We are looking for self-starters who are organized, detail oriented. Part time paid training and a complete flexible benefits package are provided. Please send resume indicating salary requirements to

Standard Federal
Salaried Personal Services
Human Resources Department
2600 West Big Beaver Rd
Troy, MI 48084

Equal Opportunity Employer
M/F/D/V

### DAY PORTER

For suburban office buildings. Light cleaning, janitorial duties. Flexible hours, own transportation, good pay.

Apply at 29600 Telegraph, Suite 650 Southfield, MI 48034

DELI MANAGER
Full time, experienced. Benefits, profit sharing. Apply in person: Vic's Fruit Market, 13 Mile & Southfield

"DELIVERY - DRIVER"
One of the midwests largest dealers of Room office equipment is looking for a part time motivated individual to join our fast paced delivery specialist staff.
Interested candidates must have a valid drivers license (w/ chauffeur), and good driving record.
We offer a full benefit package, 401K, medical, training and education.
Call for interview appointment
(810) 476-6655
Equal Opportunity Employer

DELIVERY
Persons needed to deliver Annual's neighborhood directories. Must be 18 years or older. Must have a valid drivers license and own transportation. Mon Fri. 8:30 3:00 (313) 291-5501

DEPENDABLE Individuals
Farmington & West Bloomfield tanning salons. Flexible hours.
(810) 258-9210

DEPENDABLE workers needed for production positions. Day, afternoon & midnight shifts available.
313-525-4008

DESKTOP PUBLISHING
Experienced Macintosh operator. Maintenance Quark Xpress, Photoshop & Pagemaker. Immediate full & part time positions available. Resumes to Digital Xpress 24154 Haggerty Rd., Farmington Hills, MI 48335, attn Dianne

DIETARY AIDE - Part time. Will train. Work in pleasant surroundings. Medical, dental, life insurance. Residence Contact Pauline, Mon-Fri, 10am-4pm. (810) 852-1800

## 500 Help Wanted General

data processing
### PROGRAMMER ANALYSTS

Standard Federal Bank, one of the nation's largest banking institutions and an industry leader in financial services, has immediate openings for the following immediate openings in its expanding Information Technology Department:

Mainframe Programmer Analyst

PC Programmer/Analyst

Candidates must have a minimum of 1 year of work experience in a Visual Basic for Windows development environment. Experience utilizing the Windows API and Microsoft's JET database engine is also required. A background in banking is highly desirable. A bachelor degree in computer science, degree and experience in C/C++, SQL and multi-user programming is preferred.

Mainframe Programmer Analyst

Candidates must have strong knowledge of mainframe background and 1-2 years experience working in a mainframe environment with COBOL. Unix's experience preferred.

UNIX Programmer Analyst

Candidates must have a working knowledge of relational data base design, and experience in ORACLE, Unix, C-language and Shell programming. Must have a minimum of 1 year of ORACLE, preferably with experience in Unix environment. Position will be at our Ann Arbor location

PC/Network Support Analyst

Candidates must have a working knowledge of PC and Server peripherals, as well as all Microsoft networking and operating systems, such as NT and Windows. Must be familiar with Novell Netware, Windows, Dos, for example. Wordperfect Mainframe. Will be responsible for installation of equipment and support for a large scale LAN. A minimum of 3 years' experience is required.

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Troy, MI 48084

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M/F/D/V

### DIE MAKER

5 years experience. Self motivated good attitude for fast growing stamping firm. Must be able to take charge, achieve production ready status of new dies. Prepare individual dies, able to troubleshoot & maintain existing dies in production stamping dies. Basic knowledge of machinery knowledge helpful. Send resume or apply at L & E Manufacturing, 300 Industrial Dr., Plymouth, MI 48170

### DIE REPAIR

Experienced Die Repair people wanted for a fast growth and fast paced automotive metal stamper. Must be able to do all types of repairs, secondary dies & able to operate all tool room equipment. Very competitive wages and benefits package with salary requirements to DR apply in person:

BAE Industries, Inc.
24300 Sherwood
Centerline, MI 48015
Attn Human Resources

DIESEL TRUCK MECHANIC
Ruan transportation management system has opening for experienced Diesel Truck Mechanic. Must have knowledge and ability to service & repair diesel tractors & trailers. Excellent wages & benefit package. Apply at:

Ruan Transportation
12152 Merriman Rd
Livonia, MI 48150

### DIE SETTERS

Growing metal stamper is looking for experienced Die Setters, people for both automotive & secondary operations. Excellent wages & benefit package. Send resume with salary requirements & references to DA apply in person at:

BAE Industries, Inc.
24300 Sherwood
Centerline, MI 48015
Attn Human Resources

TUESDAY • OCTOBER 17

# What's Your Retail Management Experience Worth At Arbor?

**Come To Our Management Open House and Find Out**

**Tuesday, October 17**
**9 am to 3 pm**
**Holiday Inn - Fairlane**
**5801 Southfield Service Drive**
**Dearborn, MI**
**(At Ford Rd. & Southfield)**

**On-the-spot interviews will be held**

If you have retail management experience — in fast food, discount retailing or home building supplies — and you're interested in managing a multi-million dollar business with great growth potential to store manager and beyond, you owe it to yourself to attend Arbor's Store Management Open House.

You'll learn about Arbor's fast track for success program: personalized on-the-job training, a solid promote-from-within policy, and the opportunity to quickly move up in the Arbor organization based upon your hard work and performance.

If you have experience, make fast tracks to our Management Open House. If you're unable to attend, please send your resume to: Arbor Drugs, Human Resources-EM, P.O. Box 7034, Troy, MI 48007-7034. Or fax to (810) 637-1669. Equal Opportunity Employer.

ARBOR

OPENING 10 NEW STORES