500 Help Wanted General

★ RECEPTIONIST
Full time, day position. Multi-line phone experience preferred. Please send or fax resume to:
Commercial Controls, Inc
41069 Vincenti Ct.
Novi, MI 48375
Fax (810)476-6122

RECEPTIONIST PART time for Livonia hair salon. Call Paul for details. 313-422-5730.

REDECORATION PERSON
For large Farmington Hills apartment community. Must be conscientious. 40 hrs. a week. Apply in person. Maywood Management, 35055 Maywood Dr., Farmington Hills. MI N.W. corner of Grand River & Drake. Ask for Karen.

★ RED ROOF INN is seeking hard working people who are team players and not afraid of hard work. We have an opening on the Front Desk. We offer secure positions. Wages based on experience (between $5.75-$6 hour) and Medical Insurance after 6 months. If you're interested, apply in person, 8am-5pm any day, at:
24130 Michigan Ave., Dearborn.

REGIONAL DIRECTOR AND/OR MANAGING REPRESENTATIVES
Ability to work with individuals and commercial accounts regarding telecommunication services. Must be able to train and develop others. Minimum BA with interest and/or background in marketing sales and/or education. Contact: Bobbi Jo Wright N. Laurel Park Dr., Ste 123, Livonia, MI 48152. Fax: (810) 996-6706

REPORTER
for busy Southeast MI Newspaper chain. Experience and knowledge of Desktop Publishing preferred. Send resume, tape to Editor, Monday Morning Newspapers, 31201 Chicago Rd S., Warren, MI 48093

RESIDENT MANAGER
Nice 100 unit apartment complex in Royal Oak area. Small salary plus free rent. Prefer some experience. Please call between 9am-5pm
(810) 647-7171

RESIDENT SERVICES CO-ORDINATOR
Large Apartment Community in Southfield is seeking an extremely organized, detailed and articulate individual to work in our fast paced maintenance office. Responsibilities include answering maintenance telephone lines, writing service requests, directing daily maintenance contacting and scheduling work with outside contractors. Qualified candidate should have experience in customer service with strong follow-up techniques. Competitive wage, excellent benefits and great advancement opportunity with National Property Management Company. Apply in person at Maple Park Towers, 27500 Franklin Road, Southfield or Call 810-358-8020 and ask for Randy. Pre-employment and Drug Screening required.

$ **RESTORATION TECHNICIAN**
Looking for immediate employment? We need persons interested in cleaning & packing. 313-277-0200

RETAIL ASSISTANT MANAGER
Kitchen Glamor
Great Oaks Mall, Rochester. Join our team. Call Anna for appointment
810-855-4466.

RETAIL ASSISTANT MANAGER
Kitchen Glamor
Orchard Mall, West Bloomfield
Join our Team
Call Anne for appointment
(313) 537-1300

RETAIL HELP Permanent-Seasonal, full & part time positions available. Things Remembered 12 Oaks Mall, Novi.

RETAIL ASSISTANT SALES MANAGER
Rochester Area
Call Chris
for appointment
(313) 537-1300

RETAIL HELP WANTED
Repeat The Beat CD Outlet. Full & part-time positions available. Apply within at 770 Pennimann, Plymouth.

RETAIL MANAGERS
FORMAL WEAR STORES
Great opportunity for retail sales associates looking for a career in management. 5 day week. Call Dawn Robinson 810-932-1170
The Guished candidate 29810 Middlebelt Farmington Hills, MI 48334

RETAIL SALES
Labels Accessories. 40 hrs. per wk. Experience preferred. Mizrahi's, 312 Main, Downtown Rochester. 810-651-6171, ext. 102

RETAIL SALES
Mature Part-time Name your hours. Free parking. Call Hale's Lingerie. (810) 642-2535

RETAIL SALES PERSON
Full-Time Part-Time
Kitchen Glamor
Orchard Mall, West Bloomfield
Call Fred ... (810) 855-4466

RETAIL SALES PERSON
Full-Time Part-Time
Kitchen Glamor
Orchard Mall, West Bloomfield
Call Fred ... (810) 855-4466

RETAIL SALES
$7 AN HR.
Hesslop's
the leader in chimney & gifware, is looking for experienced sales help.
Troy, Kathy 810-583-1433
Dearborn, Sam 313-274-8200

ROOFER - Repair & Install. Full time for large property management company. Benefits. Call Mon.-Fri. 9am-5pm. 810-356-1030
An Equal Opportunity Employer.

ROOFERS NEEDED
For commercial and industrial. Experience preferred but not necessary. Union wages and benefits. (313) 971-2696

ROOFERS - Shingle Work $100 sign on bonus after first 2 jobs. Truck & tools. Call from 8:30 to Noon 810-545-3722

ROOFING SHINGLERS & Pail roof crews. Top dollar paid. Experienced. Plenty of winter work. Full crews can apply (313)535-6540 or 313-326-1916

SALES ASSOCIATES Needed immediately! At the Learning Tree in Novi. Please call Gray
(810) 344-0130

SCHOOL CAFETERIA
Assistant Cook &
Food Service Aide
Birmingham area. (810) 646-7717

SECRETARIAL
Small publishing co. in Southfield seeks a very talented Secretary/Administrator with minimum of 2yrs. college. Legal knowledge & WORD processing experience a plus. Nice benefits. $6 per hr. - 30 hrs. per wk. Permanent. Call (810) 443-2221 or send resume to P.O. Box 1210, Birmingham, MI 48012

SECURITY DIRECTOR
Two Retail Account Supervisors needed on the East & West side. $11/starting rate. Must have minimum of 2 years security supervisor experience, some college, good public speaking and a good work history. Send resume to: P.O. Box 9024, Livonia, MI 48151.

500 Help Wanted General

SALES TRAINEE
Wolverine Technologies, a division of CertainTeed Corporation's Vinyl Building Products Group, has an immediate opening for a Sales Trainee located at the divisional headquarters in Livonia, Michigan

We are looking for a highly motivated individual who possesses a Bachelor's degree and who excels at customer relations, communications, organization and follow-through. Prior experience in sales or sales service preferred, but not required.

The training program includes a 12- to 18-month assignment in Telemarketing, transitioning to a 12- to 12-month assignment in Consumer Services. Planned placement into a variety sales positions will be contingent upon successful performance. The qualified candidate must be willing to relocate to sales opportunity that becomes available within the US.

We offer an excellent salary and benefits package and an unsurpassed opportunity to join a recognized leader in the building materials market. To apply, please send a resume with salary history to Megan Leary, Employee Relations Supervisor, Vinyl Building Products, CertainTeed Corporation, P.O. Box 860, Valley Forge, PA 19482. EOE

SECTION 8 COORDINATOR
RIVER ROUGE
HOUSING
COMMISSION
Responsible for administrative and technical work in the coordination of the Section 8 Housing Assistance Payments Program. Responsibilities include:
* inspecting houses for compliance with HQS standards
* negotiating contracts with landlords
* processing assistance payments
* determining tenant eligibility

Resumes will be accepted until December 15th at 2:00pm.

Knowledge of applicable Federal Rules and Regs, experience in Section 8 Salary negotiable, excellent fringe benefits program.
Send resumes to:
River Rouge Housing Commission
660 Leigh St.
P.O. Box 18174
River Rouge, MI 48218
Attn: Michael J. Sloan,
Executive Director

SECURITY
A GREAT CAREER OPPORTUNITY!!
Now hiring quality individuals to work at a major industrial site located in the Canton area.
• Rapid wage increases leading to $20,000 after first year
• Longevity bonus
• Health, dental and vision benefits available
• Uniforms provided
Interested parties may apply Mon. - Fri. 8:30am-4:00pm at:
Nation Wide Security, Inc
23800 W. Ten Mile Rd.
Southfield (810) 353-0500
8750 S. Telegraph Rd.
Taylor (313) 292-1280 or
301 W. Michigan Ave. #300
Ypsilanti (313) 480-1122

Security
FIELD INSTALLATION MANAGER
needed ASAP. Background in alarms, CCTV plus sound. For interview call 1-800-963-3333

SECURITY GUARD
Exclusive sites in Southfield & Farmington area. Full & part time. Good for Retirees & college students. (810) 742-8189 800-224-7772

SECURITY GUARDS
Full and part time. To provide support for student, staff and properties. Must apply with an appropriate association and have minimum Canton Community Schools. 454 S. Harvey, Plymouth, MI., by 4 PM., 12-21-95

SERVICE PERSON
Handy, motivated and able to problem solve. Window and door experience very important, but not a must for the right person. Great opportunity. Call Deanna. 313-462-2500

SERVICE REPS WANTED
Must be at least 18 yrs. of age, and have a valid driver's license. Interested Call 313-513-6961

500 Help Wanted General

SERVICE COORDINATOR
Weight Watchers in Farmington Hills seeks a full time service coordinator to provide clerical and logistical support to the sales and merchandising function. Qualified candidate will possess exceptional telephone and typing skills, enthusiasm, organizational skills and keen attentional to detail. Microsoft Word and Excel a definite plus. Send resume with salary requirements to:
SC/Human Resources
P. O. Box 9009
Farmington Hills, MI 48333-9072
An Equal Opportunity Employer

SERVICE HELPER
We are expanding our Service Dept. & are in need of a full time Service Helper. This is an entry level position with the potential to learn the upholstery trade. The qualified candidate will be self motivated, willing to learn and be a hard worker. We offer a complete benefits program including major medical, profit sharing pension plans and a competitive salary.
LA-Z-BOY
Furniture Galleries
23350 Commerce Drive
Farmington Hills, MI.
810-474-1341

SERVICE STATION ATTENDANT needed to perform light duty repairs & oil changes. Possibility of advancement. Apply at Sunset Mobil, 14 & Woodward.

SERVICE TECHNICIAN
Redford door manufacturer has full time position, 6 days a week. Good pay & benefits. Must have some experience with hand truck & tools & must. Complete application at
9125 Telegraph, ask for Jean

SERVICE TECHNICIAN
Looking for person with electrical and mechanical aptitude to service electric door assembly. Will train qualified individual $10 & up an hour based on experience. (313) 422-6201

SHEAR & PRESS BRAKE OPERATOR
Seeking person experienced with these units. Call & form sheet metal & light plate & sheet aluminum & stainless steel. Work from shop drawings, prints or sketches. To schedule interview call (810) 476-2430

SHIPPING/RECEIVING CLERK
Part time between 20-30 hours per week. Light warehouse work, as well as order filling. Excellent pay for reliable individual. Send resume to:
Box #2064
Observer & Eccentric Newspapers
36251 Schoolcraft Rd
Livonia, MI 48150

SHIPPING/RECEIVING/
Warehouse
To $9/Hr
All Shifts! Temp-to-Perm
ARBOR TEMPS 459-1166

Shipping/Receiving
Opportunity in fast paced, growth oriented automotive stamping firm. Receiving highly motivated individual with shipping, data entry and ½ to shift. Career opportunity offers a full time employment with position with competitive salary and benefit package. Qualified applicants apply in person:
E & E Manufacturing
300 Industrial Dr.
Plymouth, MI 48170
(across from UNISYS)

SHIPPING & RECEIVING
Troy based specialty advertising/incentives company has an immediate opening in their shipping and receiving department. High volume and variety of merchandise handled. Attention to detail a plus. $7.50 per hour + benefits. Call Shelley at 810-362-5060 Ext 224; Mon - Fri 8:30am - 3:30pm

Shipping & Receiving
Looking for well organized, task oriented person to work in stock room for outdoor clothing firm. Hours are 30-40 hrs. Call Daniel at the Sandman, 810-477-6116

SHIRT/LAUNDRY HELPER
Full time days. Benefits. Experienced or will train. Henry's Dirty Clothes Cleaners. (810) 855-2002

SIGN COMPANY
• Fabrication • Installation • Service.
Chauffeur license required.
(810) 476-1330

500 Help Wanted General

SHIPPING & RECEIVING CLERK
We are looking for a person with high energy for a shipping & receiving department. Qualified candidate will relate to all levels of people. We have a valid Michigan drivers license so they may obtain a commercial driver's license. This is a full-time position that offers a strong benefit package.
Send resume to: Box #2063
Detroit Testing Laboratory, Inc.
7111 E. 11 Mile Rd.
Warren, MI 48090
Drug Screening
EOE

★ SIGN COMPANY
Will train steady workers.
Call 810-476-0033
8:30 AM - 11:30 AM

SNOWPLOWERS - D & S MAINTENANCE is looking for Snowplowers for work. Immediate positions $10 per hour. (517) 223-3831.

SNOW PLOWING / Fall Clean-Up. A good opportunity. Need help immediately. Leave message at
(313) 592-1344

SOCIAL WORKER
Gerontology interest, experienced, BSW/BCW. Able to perform home care of elderly, relatives and leadership to operate Detroit center. Call (313) 964-4510

SORTING/PACKAGING
Clean, state of the art quality metal stamping plant seeks persons interested in employment, sorting & packaging small parts. Shipping experience helpful. Day, afternoon & midnight shifts. Apply in person:
E & E Manufacturing, 300 Industrial Dr., Plymouth (across from Unisys)

SORTING/PACKAGING
Clean, state of the art quality metal stamping plant seeks persons interested in employment, sorting & packaging small parts. Shipping experience helpful. Day, afternoon & midnight shifts. Apply in person:
E & E Manufacturing, 300 Industrial Dr., Plymouth (across from Unisys)

SR. FINANCIAL ANALYST
Corporate Budget
HENRY FORD HEALTH SYSTEM, one of the nation's most comprehensive health care systems, has an immediate career opportunity for a Senior Financial Analyst, within our Troy, Michigan facility.

The successful candidate will be responsible for preparing, reviewing, consolidating and analyzing operating budgets, as well a preparing financial and statistical reports and ongoing financial models. This individual will also provide financial analysis to management on budgetary policies and practices.

Requires a Bachelor's degree in Accounting, Finance or Health Administration with at least 2 to 3 years of related experience. An MBA or Accounting degree is a plus. Experience with personal computers and decision support software is required.

We offer a flexible benefits program, which includes retirement plan with company contribution.

Interested applicants should send or fax their resume in confidence to:
HENRY FORD
HEALTH SYSTEM
Employment Division
Attn: Corporate Recruiter
One Ford Place, Suite 1E
Detroit, MI 48202
Fax 313-876-8451
An Affirmative Action/
Equal Opportunity Employer
M/F/V/H

STUCCO STONE INSTALLER earn up to $1000 per week. Be your own boss. Year round work. Pay day every Monday. (313)449-6334

SUBCONTRACTORS WANTED for outdoor clothing company. Increase cash flow $500 or more per mo. Ladies welcome (810) 616-9990

SUBSTITUTE TEACHERS
Van Buren Public Schools (Belleville) is seeking Substitute Teachers. Degree not required. Daily rate $70, after 15 days $80. For an application call or phone the Personnel Office at (313) 699-2006

SUPERVISOR
ASSEMBLY OPERATION
Fast growing Detroit-based manufacturer of high quality commercial lighting fixtures has immediate opening. Must be mechanically inclined with minimum 2 years supervising 20 plus employees. Some college helpful. Send resume with references & salary requirements to: Mark Mandell, PO Box 33000, Detroit, MI. 48232

SUPERVISOR
Shift Foreman (m/f) wanted for 30 employee Galvanizing in Redford. Supervisory experience not necessary. Experience with steel and/or fabricating helpful. $24,000 to $28,000 salary and medical, dental, life & 401K benefits. Apply at: 12600 Arnold St., Redford 313-535-7500

SURFACE GRINDER
Must be able to hold close tolerances & have own tools. Berry Gage, 41210 Joy Rd., in Plymouth. Or call: (313) 455-0360

Switchboard Operator
for busy automobile dealership needed immediately. Southfield location. Experience preferred. Temp to perm position.
MAY DAY RESOURCES
(810) 827-1163

TAX PREPARER — wanted full time during income tax season for Livonia CPA firm. Call 313-427-2030

MUSIC TEACHER
Needed 3 days per week for private pre-school and lower elementary program with locations in Oakland County. ORFF background helpful. 810-661-3630

TEACHER - ASSISTANT, part time, needed for Infant/Toddler program, West Bloomfield area. Morning & afternoon shifts available. Call (810) 661-7605

TEACHER & ASSISTANT
Part time for Northville Pre-School child care center. Early Childhood experience a must. 810-347-6580

TEACHER FULL-TIME for infant/toddler program at Jewish Community Center in West Bloomfield. 3 yr. early childhood or elementary ed degree required. Call: (810) 661-7605

TEACHER: MUSIC/ORFF Strudwick needed for private school, part time teaching position. Resume to: Director, 32400 W. 13 Mile Rd., Farmington Hills MI 48334.

CERTIFIED TEACHERS
Excellent opportunity for private education center. Flexible, part-time, after school & weekend. Mon-Thurs. Immediate openings. Send resume to: Sylvan Learning Center, 32500 W. Big Beaver Rd., Ste. 101, Troy, MI 48084. Call today (810) 643-7222

TEACHER'S AIDES experienced with preschoolers. Afternoons, Mon.-Fri. Competitive pay. Plymouth preschool. 313-459-9830

TEACHER'S AIDE
Working with students determined by the district to be at risk of school attendance. Grades 9-12. 27 hour per week. Applicants must be bonded (some training on Macintosh systems). Be able to & willing to function as part of a team approach to learning disorder with students & teachers in a high pressure environment. Good written & verbal communication skills, good organizational aptitude within a flexible environment. Someone who enjoys the company of & responsibility for high school students in a unique setting. No phone calls. Interested applicants should send resume or letter of interest to:
Personnel Relations Office
Bloomfield Hills Schools
550 W. Merrill St.
Birmingham, MI 48009

500 Help Wanted General

★ TEACHERS and Teacher's Assistants for private child-care centers. Full & part time. Medical & dental insurance available. 810-478-6500

TEACHERS
Needed for Jewish Community Center. Afternoons until 8pm. Experience a must. Full/part time. Call 313-557-0037

TEACHERS SUBSTITUTE, K-12, all subjects including foreign language. Send resume to: Personnel, Cranbrook School, P.O. Box 329, Bloomfield Hills, MI 48303. Attn: Carolyn Lee

TEACHER
2 part-time instructor positions are currently available at a W. Bloomfield Learning Center. Must be bilingual. Strong math and/or language arts degrees only should apply. 12-14 hours per week, evenings, Mon.-Thur. 810-737-2580

TEACHER - 7TH & 8TH grade Science Teacher needed for afternoon session. 2pm-3:15pm. Call (810-557-3300, Mon.-Fri. 8:30am-4pm; Fri. 8:30am-2pm.

TEACHING ASSISTANT
3 years old preschool, 2 mornings a week, for full/part time position in Multi-grade, multi-cultural elementary classroom. Resume & references: Director 32450 W. Maple Rd. Farmington Hills, MI 48334.

TEACHING/PART TIME
Part time teaching position available for certified teacher in Science/Procedures. Class will meet Tuesday/Thursday from 6:30-9:30pm. Contact Shopping, Goodwill candidates should submit letter of interest, resume, and copies of both sides of a valid Michigan teaching certificate to: Pymouth Canton Community Education; Attention; Carol G. Gaundery, 500 N. Holbrook, Plymouth, MI 48170

TECHNICAL ASSEMBLY
Full time. Will train. Good mechanical aptitude helpful. Involves use of hand tools, drill, & welder. Wixom area. (810) 380-6500.

TECHNICIAN -
PC and Network

for Novi Communications firm will provide network maintenance and support of network and PC hardware and software to end users within the company. Career growth position. Entry-level PC Support helpful. Plan, training, tuition reimbursement, competitive salary. Send resume and salary history to:
Clover Communications, Inc
P.O. Box 40
Novi, MI 48376
Attention: Technician

EOE

TECHNICIANS
Computer, electronic, audio, chem chasers & hydraulic
Arbor Technical 459-1168
FAX: 459-1593

TECHNICIANS
ELECTRO-MECHANICAL
ELECTRONICS
Technicolor Video Services, Inc., a leader in the home video duplication business, is looking for technicians, chasers, due to expansion, to service its electro-mechanical, electronic, and pneumatic equipment.

The successful candidates will possess a HS diploma or equivalent, at least one year formal electronic schooling and 2 years hands-on experience maintaining electro-mechanical and pneumatic equipment. Having these qualifications, plus good oral and written communication skills also required. These positions will pay in the range of $10-$14.25/hour commensurate with experience plus premium. Structured increases will follow. Excellent benefits including paid medical, dental, tuition reimbursement and 401K.

If you would like to work for a dynamic growth organization, then you are urged to submit your resume and salary requirements to:
TECHNICOLOR
VIDEO SERVICES, INC.
Attn: Human Resources - ET
39000 Seven Mile Rd.
Livonia, MI 48152
EOE

Telemarketer - excellent hourly wage + weekly bonus. Afternoon shift only professionals need apply. Call between 10-3. 313-271-7180

TELEMARKETERS
Looking for full/part time telemarketers. With loan. Must be motivated & good communicating with people. Benefits available.
Ask for Rodger. (313) 863-9176

TELEMARKETER - to set demos on industrial equipment. No selling. Will train. Full-time. Salary plus. Redford business. (313) 532-4700

TELEPHONE INSTALLER/
Technician
Entry-level & experienced cabled opportunity. Competitive salary plus 401K plan, profit sharing & full medical, dental, optical and life insurance. 29450 Haggerty Road, Farmington Hills or call for an appointment. 810-489-0000, ext 202

TELEPHONE WORK
We need motivated enthusiastic telemarketers. P.M. shift available. No selling. $7 per hour & up. Call for interview. 810-547-4734

TILE FLOOR maintenance full time. Days $5.75/hr. Nights $6/hr. No experience needed. Weekend crew. Call between 9-3. (313) 722-8668

TILE PERSON -Vinyl & Ceramics, install and repair. Full time. Benefits. Call Mon-Fri. 9am-5pm.
810-356-1030, or 810-651-0111
An Equal Opportunity Employer

TITLE INSURANCE COMPANY:
Looking for experienced Title Abstractor. Call Brian at 810-569-8770

TOOL & DIE RETROFITTER
Ambitious self-motivated individual needed for implementation of sensor automation program. 2 yrs minimum experience. General machine shop skills, lathe, drill press, fabrication, & welding. Able to work from prints or verbal instructions.
Design, Autocad & electrical wiring knowledge of systems a plus but not required. Excellent opportunity for advancement. Good pay & benefits. Apply in person: E & E Manufacturing, 300 Industrial Dr., Plymouth, MI 48170 (Across from Unisys)

TOWNSHIP MANAGER
Scio Township, Washtenaw County, is seeking a Township Manager. General Law Township with an estimated population of 12,000+ and 497 million SEV. Operating budget of $1,315,500. Position reports to seven member elected Board. Requires degree in business management or related field with strong management skills. Demonstrated ability to motivate employees to include personnel management and administration, purchasing and budgeting and DDA experience. Must be willing to live in Scio Township. Send resume, cover letter, salary expectations and employment history plus three references to Attn: Township Clerk, Scio Township Hall, 827 N. Zeeb Road, Ann Arbor, MI 48103 by December 22, 1995. Phone 313-665-5123. EOE.

TRADER
ASSISTANT
Investment firm seeks full time Trader Assistant to input security trades, resolve trade discrepancies and respond to various problems. Must have excellent computer entry skills, experience as a broker's assistant or in an operations department of a brokerage firm or related area. Strong balancing and reconciling skills and errant attention to detail a must. Please submit resume to: Human Resources, P.O. Box 3043, Birmingham MI 48012 3043.

TRANSPORTATION
MANAGER
A Plymouth metal heater company is seeking a Transportation Manager. Must have experience in dispatching, routing, backhauls. Send resume to:
Lochrane Corp.
46200 Port St.
Plymouth, MI 48170

TRAVEL AGENCY (Bloomfield area) seeking motivated Agent with 6 years minimum experience. Offering good salary & ¼ of ownership. (810) 334-3680 or fax 810-334-0076

500 Help Wanted General

TO OUR CLASSIFIED ADVERTISERS
Is Your Ad OK?
Please notify us if you find an error in your ad at least one day after it has run. If you notify us on the first day it was scheduled to appear, we'll make a correction as soon as deadlines permit.

We want to give you the best possible service. But if you do not notify us we don't know of a problem the first day, it may continue to run the next day.

The newspaper will not be liable for failure to publish an ad for its first insertion, or for errors in publication except to the extent of the cost of the ad for the first day's insertion. Adjustment for errors in billing for the cost of that portion of the ad where the error occurred.

Please check your advertisement EACH time it appears and notify us of any errors to our Advertising Department in case of an error.
313-591-0900
810-644-1070
810-852-3222
810-475-4596
Observer & Eccentric
CLASSIFIED ADVERTISING
Thank You!

TRAVEL AGENCY
Seeking bookkeeper/AR/S Operator. Part time, West Bloomfield. Experienced only. (810) 855-9750

TRAVEL AGENT Full-time experienced. Cruise sales experience preferred. Benefits, vacations, now or beyond. Call Laura, (810) 645-1430

TRAVEL AGENT
needed full/part time. 3 Years experience necessary. Sabre preferred. Southfield Call Ann 357-4330

TRAVEL AGENT
Part time, experienced.
For Bloomfield area.
Contact Sheila. (810) 332-0510

Travel
Reservation Agents
Looking for enthusiastic career oriented telephone RESERVATIONISTS. TRAINING PROVIDED. Work for a respected leader in the travel & tour industry. Travel/Sales background a plus but not required. Familiarity with a keyboard. Salary plus benefit package. Apply in person Tues. - Fri., 10am-4pm
HMHF
TRAVEL COORDINATOR
29566 Northwestern Hwy.
Southfield, MI

TREE SERVICE
Climber, Apprentice Climber & Groundman (NET). Full or part time. 810-356-3421

TREE TRIMMING, SPRAYING & GROUND PERSONNEL
Applicants should have a minimum of 1 year experience in the green industry, possess a valid drivers license with a good driving record. Starting pay $8.00 per hour for qualified applicants. Excellent medical benefits plus holiday, medical, dental, tuition reimbursement and 401K.
Call Mary, Pat or Ann, 9am-5pm.
(810) 349-1870

TRUCK DRIVER

TRUCK DRIVER
Full time, Southfield based location. Over-the-road semi-tractor/trailer driver. Qualified applicant has good driving experience. Mileage runs. All expenses paid. We are a union shop. Send resume to:
Attn: Don, P.O. Box 5091
Southfield, MI. 48086

TRUCK PARTS Counterperson for Westland store. Full-time, full benefits. Call Bob Guy, Great Lakes Truck & Trailer: (313) 729-4568

TRUCK TIRE SERVICE PERSON
Some experience required. Full-time with benefits. Contact Carl at
(810) 349-9699

TUTORS WITH B.A.'s in education needed to work with LD/dyslexic clients in Dyslexia Resource Center's remedial reading programs. We will train & certify you in Orton-Gillingham approach. Fee is $100. Call for information (517)548-0047

TYPESETTER
MAC production/Pre-press Operator needed for growing sheetfed color printer. Experience with Quark & Photoshop required. Able to layout pages, transfer files, prepare files for in-house imagesetter. Full benefits. Please call (313) 459-2950

TYPESETTER/DTP
Steady part time position in a quick print shop. We use a Macintosh. Experience in Pagemaker & Illustrator desirable. Ideal for a homemaker needing flexible hours.
Call: (313) 937-1170

UMPIRE DIRECTOR
needed for Northville Jr. baseball 1996 season. Duties include recruiting, training, scheduling and evaluation of umpires for baseball players aged 9-18. Must be available April - July. Applications are available at Northville Parks & Recreations, 303 W. Main (810) 349-0203 EOE

VALETS NEEDED
For medical facilities. Variety of shifts. Please call for appointment
(313) 298-2434

VAN DRIVER NEEDED to pick up prepared food in Farmington Hills & deliver to Commerce, Novi & Walled Lake. Must see. Mon.-Fri. 9am-12pm. $7/hour. Call 810-473-1812

ADD HARDWARE WAREHOUSE
2ND SHIFT
SHIPPING DEPARTMENT
Lift at least 50 lbs., work in variable temperature (depending on season), good math and reading skills required. Starting time 4 PM. Starting pay $8.15. Year 2000 ready $9.20, pre-employment drug test. Bend latter of interest to Alt. Human Resources, 23333 Commerce Drive, Farmington Hills, MI., 48335-2764.

WAREHOUSE
ASSOCIATES
Detroit & Westland
Immediate Openings

Technicolor Distribution Co., a leader in the home video duplication industry is seeking full time associates for our expanding warehouse operation. Qualified candidates must be dependable and enthusiastic team players. Basic math and reading skills are required. These positions pay up to $8.50 hr. plus shift premium with plenty of overtime. Opportunities are available on the afternoon shift.

In our expanding environment, we offer numerous advancement opportunities along with competitive benefits programs, fully paid retirement plan, tuition reimbursement and 401K.

To find out about joining our team stop by our Westland facility at 1828 Newburgh Rd., near Palmer Rd., between Merriman & Wayne, Mon.-Fri. to pick up an application.
TECHNICOLOR
DISTRIBUTION CO.
An Equal Opportunity Employer

time for Wholesale Co. for new business, must have COL license, clean driving record, full benefits included. Call (800)722-4408 or Fax resume to (810)347-6284

WAREHOUSE HELP
Industrial Company seeks an energetic individual for shipping & receiving. Benefits include: medical, life, 401K. Apply in person at: 23717 Research Dr., Farmington Hills, MI 48335

500 Help Wanted General

WAREHOUSE CLERK
Spartan Stores is seeking a full time Clerk to assist in our warehouse office. Accountabilities will include: Process of shipping documents include preparing of production, management and supervisory reports as well as general clerical duties. Strong knowledge of WordPerfect proven analytical, written and verbal written skills are required. We offer a competitive compensation package with an opportunity for professional growth. Should you meet these requirements please send your resume in confidence to:
Spartan Stores Inc.
9075 Haggerty Rd.
Plymouth, MI. 48170
Attn: Employment.
An Equal Opportunity Employer

WAREHOUSE MANAGER - major automotive aftermarket company looking for a full time Warehouse Manager to service our metropolitan area. Duties include scheduling drivers, ordering products, overseeing warehouse personnel & communicating customer service. Benefits, 401k, days/eve. Please enclose a salary history with your resume to Box #2054
Observer & Eccentric Newspapers
36251 Schoolcraft Rd.
Livonia, MI 48150

WAREHOUSE MANAGER
Needed for fast paced cable assembly manufacturer. 3 years warehouse management experience. Shipping, receiving, inventory experience needed. Auburn Hills area. Call Cleanny, Mon-Fri. Interview, between 9am & 3pm. Mon-Fri. (810) 853-9400 EOE

WAREHOUSE PERSON - needed at Lasalle Electric. Great benefits & working conditions. Must have experience in electrical material.
Call (313) 425-6200

WAREHOUSE POSITION
Hourly position starting at $7/hour involving production work, loading/unloading trucks & assembly in a warehouse environment at our FRONT DOOR CENTER. Experience with hand and power tools helpful. Very fast established environment, insurance and retirement plans.

APPLY IN PERSON
Mon-Fri., 11am-1pm, at our Door Center located on Manufacturers Dr. Directions: From Highway 275, exit Ford Road E., turn S onto Newburgh, turn E. onto Cherry Hill, go 1 block to Manufacturers Dr.
Amarr Garage Doors
1021 Manufacturers Drive
Detroit
EOE

WAREHOUSE STOCK
HELPER
Due to our expanding business, we are in need of dependable, self-motivated individuals for full-time positions. Occasional Saturdays required. Clean, smoke-free working conditions. We offer a complete benefits program including major medical, a profit sharing plan, and 401K. Hourly rate $7.5#. Some overtime required. Applicants taken between 9am-5pm.
LA-Z-BOY
Furniture Galleries
23350 Commerce Drive
Farmington Hills, MI.
Off Research Dr., S. of
10 Mile, E. of I-275

WAREHOUSE
Supervisor Trainee
Unisource Worldwide Inc. has an immediate need for an Warehouse Supervisor Trainee. Duties will include supervision of second shift warehouse and cartage operations, picking, shipping, receiving, shipping/receiving. Knowledge of warehouse functions, computer and good communication skills required. To apply for this position, please stop by our location to complete an application or submit resume to: Human Resources, 39100 Plymouth, Livonia, MI 48150
Fax 313-462-2027
No Phone Calls Please

WAREHOUSE
To $7.50 hr.
Wholesale Bulk Food Company. Night Hours. Full and Part time Benefits. Fee Paid.
EMPLOYMENT CENTER AGENCY
(810) 569-1636

WELDER FITTER - must read prints. Day shift. Call after 10am (313) 458-3580

WELDERS - Immediate openings for "A" & "B" Welders. 48-56 hours per week. $8-$10 per hr. starting rate plus liberal benefits package. Apply in person: U.S. Fabricating, 1947 Haggerty Rd., Walled Lake, MI.

WELDERS
Industry Leader seeks self-motivated, experienced welding operators. Must be familiar in all aspects of welding. Mig, Tig Aluminum, Steel, Stainless & Tubular experience a plus. Profit Sharing 401(k), Medical, Dental & Life Insurance. Send resume to:
HUMAN RESOURCES
P.O. Box 4
Northville, MI 48167

WOMEN & MEN - Accepting applications for plastic molding manufacturing firm. No experience necessary. Friendly atmosphere and excellent benefits including pension & profit sharing. Apply: Mon-Fri. 9am-4pm. Superior Plastics, 508 E. 2nd St., Rochester.

WORDPROCESSOR
Southfield organization seeks experienced Wordprocessor. Ideal candidate will have a solid wordprocessing background with advance skills in WordPerfect 6.0 for Windows. Experience with Quickpho and Freelance Graphics for Windows a plus. If interested, please send resume and salary requirements to: Mr. Dieber, P.O. Box 8811, Southfield, MI 48037. An Equal Opportunity Employer

$40,000 + 1ST YEAR
is very possible in a sales career with Troy's most dynamic realtor. We have a proven track record, plus training to help you be your best.
ERA American Realty 810-680-1500

502 Help Wanted Office Clerical

ACCOUNT ADMINISTRATOR - Bookkeeper with experience, a detail oriented with research & follow-up skills. Plymouth. (313) 416-2433

ACCOUNTANT experienced in tax, computers, & financials. Send resume to: Linda, 30600 Nw. Highway, Farmington Hills, 48334.

ACCOUNTING ASSISTANT
Redford manufacturing co. has immediate opening for motivated self-starter to assist with all accounting functions. Knowledge of accounting principles a must. Need to be organized & detailed. Send or fax resume to: Empire Doors & Windows, 8125 Telegraph, Redford, MI 48239, Attn: Cathy, FAX 313-837-3118

ACCOUNTING
CAREER OPPORTUNITY
The Medical Team, a certified Home Health Agency with offices in Southfield and Allen Park, is seeking an experienced accountant with hands-on experience in payroll, A/P and A/R functions. PC-based accounting systems (EDGE) preferred. Must demonstrate good analytical skills and attention to detail in order to meet deadlines. Competitive salary and full benefit package. Send resume to:
THE MEDICAL TEAM
24601 Northwestern Hwy. #622
Southfield, MI 48075. Attn:
Andree Mattlock or Fax:
810 358-2264

ACCOUNTING CLERK
Opening for individual with office, data entry experience and accounting knowledge. Entry level position. Full time. Excellent benefits and working conditions. Non smoking office. Please apply to Joel at 810-356-1000
JOE PAPALE CHEVROLET-OLDS
28111 Telegraph
Southfield

ACCOUNTING
PERMANENT:
• Full Charge Bookkeeper-Supervisor. CPA firm, Warren. To $40K
• Full Charge Bookkeeper, Southfield. To $28K
• Sr. Accounts Receivable Specialist, Auburn Hills. To $25K
• Accounting Clerk, Bloomfield. To $23K
TEMP TO PERM:
• Assistant Bookkeeper or Jr. Account-trainee, Detroit non-profit. To $20K
• Collection, Southfield & Detroit. To $25K
• Sr. Billing Clerk, Southfield. To $23K
• Accounting Clerk, Wixom. To $19K
TEMP:
• Assistant Controller, Rochester, long term
• Assistant Bookkeepers, Detroit, Southfield
• Accounting Clerks, banking experience, Southfield
We are your Temps first priority when recruiting for permanent openings, and our Temps are being hired at top salaries, with excellent benefits.
Accountants One, Inc
(810) 354-2410

ACCOUNTS PAYABLE CLERK
Full time. Requires knowledge of Lotus 2.1, Word Perfect 5.0, & general bookkeeping. Excellent benefit package and pay for the right individual. Knowledge of musical products a plus. Apply at: 24601 DONI CENTER. Expect to fill position by 12-20-95 or send to: Controller, 2184 S. Telegraph, Bloomfield Hills MI 48302.

Zup Detroit
ACCOUNTS PAYABLE
7-Up Detroit has a full time opening in our accounts payable department. Qualified candidate should possess 3 years accounts payable skills and have general knowledge of accounts payable helpful, but training is available. We offer excellent benefits, paid holidays, 401K plan, Salary commensurate with experience. Interested parties send resume to:
12201 Beech Daly,
Redford, MI 48239,
attention Human Resources

ACCOUNTS PAYABLE
Sought for corporate office of multi-state service company based in Farmington Hills. Minimum 2 years experience supervising invoice payment, excellent 10-key, strong P.C. skills (Lotus and Platinum accounts payable software knowledge preferred), familiarity with general ledger accounting and follow-through ability with detail is a must. 2 years course work toward an accounting degree preferred. Position is available 1-15-96. Please send resume and salary history to Human Resources, Vitalink Pharmacy Services, Inc., 34605 Grand River Ave., Farmington Hills, MI 48335. EOE.

ACCOUNTS PAYABLE
Building materials distributor has an opening for accounts payable person. Minimum 2 yrs. experience on Accounts payable preferred. Excellent benefits. Please send resume and salary requirements to:
Box #2037
Observer & Eccentric Newspapers
36251 Schoolcraft Rd.
Livonia, MI 48150

ACCOUNTS PAYABLE CLERK part time, Quicken, Word Perfect 6.0 Candidates should have good organizational and clerical skills. Light typing and filing required. Small company is growing. Seasonal light hours in summer. Experience a plus, will train. $6/hr. Send resumes to:
Box #2061
Observer & Eccentric Newspapers
36251 Schoolcraft Rd.
Livonia, MI 48150

ACCOUNTS RECEIVABLE CLERK
full time for Southfield property management company. Computer experience desired, benef