502 Help Wanted-Office Clerical

RECEPTIONIST
For medical distributor. Knowledge of MS Word, Excel, 1-2 years experience helpful. Please forward resume by Fax or Fax or Letter with Medical. P.O. box 7027, Bloomfield Hills, MI 48302. 810-338-4911 Fax 810-338-6242

RECEPTIONIST
Full or Part Time in Large Lincoln Mercury Dealership. Must be professional, motivated and possess excellent interpersonal skills. Please apply in person at Metro Park Lincoln Mercury, 42000 Ann Arbor Rd. Plymouth Twp.

RECEPTIONIST - Full time position for multi-line phone system. Light typing and clerical. Must have a pleasant & professional phone manner. Experience necessary. Call Mr. Ryan at Northwest Blueprint, 13450 Farmington, Livonia.

RECEPTIONIST
A general office experience, for busy small office. Call 313-513-8000 (810) 588-7172

RECEPTIONIST
Part time afternoons. Personable individual with great phone skills. Word processing experience, general office atmosphere. Mail resume to:
Personnel - Northwest Tower
3725 Walnut Lake Road
West Bloomfield, MI 48323

RECEPTIONIST/SECRETARY
Entry level, full time. Resume/salary requirements to: Jim Bingham, Bingham Farms, P.O. 231, Bingham Farms 48025. Attn: Mary. Or FAX 810-540-1784

RECEPTIONIST/SECRETARY
Full time customer oriented person for a varied office environment.
(810) 414-9955, ext. 100

RECEPTIONISTS
FULL & part-time for growing medical facility. Applicant must have clerical experience. 40 wpm. Word Perfect 6.0 organized, detail oriented, team player/personality. Send resume to: Med Health, 29800 Halyard Dr., Plymouth, MI 48170

RECEPTIONIST
TEL-TWO Communications, Customer Service Center. Part time day, evening and weekend shifts available. Apply at Tel-Two Communications, Service Center, 31 Kercheval, Grosse Pointe Farms.

RECEPTIONIST/TYPIST
Needed for busy Bloomfield Hills litigation firm. Must have excellent telephone skills. Must be comfortable with public. Professional presentation a must. Please call Amy at
(810) 647-8700

RECEPTIONIST / TYPIST
Rehab Firm seeks a receptionist/typist with 50 wpm. Must be organized, detail oriented, excellent telephone skills, transcription experience, and pleasant speaking skills & a working knowledge of word processing. Full time position. Please send resume to: Shirley Riley, 30555 Southfield Rd., Suite 300, Southfield, MI 48076

RECEPTIONIST
UNITIVE Corporation, a Value Premium Business Partner and leading provider of Lotus Notes and Electronic Mail Systems, is currently seeking a polished professional for our corporate office. Responsibilities will include switchboard and secretarial duties, word processing, customer service oriented and positive attitude, mail processing, and spreadsheets. We utilize the Lotus SmartSuite of applications, AmiPro, Freelance and Notes. We offer an aggressive motivated company, with clients throughout the US. Excellent benefits package. Resumes to:
UNITIVE Corporation
Attn: HR Manager
31731 Northwestern Hwy., Ste 266W
Farmington Hills, MI 48334
FAX: (810) 855-2475

RECEPTIONIST WANTED
Part-time evening and weekend receptionist needed for real estate office in Plymouth. Flexible hours. Call Donna at
(313) 453-6200

RENTAL AGENT - People oriented. Some experience preferred. 52 weeks. Hourly. Excellent benefits. Sat. required. Health insurance paid. Start $7.50 hour. Review every 90 days. Advancement. For interview with Cent. (810) 615-6220

SALES ASSISTANT
Manufacturing firm is seeking administrative assistant. Fast paced customer service department. Must have 2 years experience & be proficient on WordPerfect 6.1 & Excel. Send resume to: A. Gaudreau, 30201 Stephenson Hwy., Madison Hts., MI 48071. No phone calls. 810-585-6400, ext. 235

SALES COORDINATOR
Electronics Manufacturing company has an opening for a sales coordinator at our Southfield location. The individual will be responsible for handling inquiries and ordering from customers and distributor inventories, handling customer correspondence, data entry of orders, acknowledgements, and shipping documents. Must be proficient in word processing (Word for Windows preferred), excellent clerical skills, typing speed of 50 wpm., good telephone sales, have good organizational skills and be detail-oriented. We offer a competitive salary & benefits package. Qualified applicants please send resume to:
GSE, Inc.
23640 Research Drive
Farmington Hills, MI 48335-2531
Attention: Sales Resources/SC

SECRETARIAL CLERK
Gear and gravel operation in Wixom area has an opening for a secretarial clerk. Qualified candidate must have general clerical skills including typing, filing & excellent telephone skills. Please apply in person or submit resume with salary requirements to:
Edw. C. Levy Co.
Human Resources Dept.
2000 Brush
Detroit, MI 48226
(313) 849-8256
EOE/M

SOUTHFIELD BASED property management company is looking for a part-time secretary to assist the property manager. Some bookkeeping experience necessary. Send resume to: Secretary, P.O. Box 306, Southfield, MI 48037

Secretary/Bookkeeper
Computerized accounting and good clerical skills a must. Variety position with supply expansion. Call Bernard.
(313) 255-5226

SECRETARY
Friendly, fast paced, non-smoking, Plymouth office. Must be dependable, person for full time. Computer experience. Salary commensurate with experience. Benefits. $8-$10 per hour, benefits negotiable. Send resume to P.O. Box 701100, Plymouth MI 48170

SECRETARY - general practice firm in Farmington Hills, 3 years experience. Word Perfect 6.0, commercial & litigation experience preferred. Salary commensurate with experience. Mail resume & salary requirements to: FAX, 810-851-9893 or mail to: #231, Farmington Hills, MI, 48334 or call 810-851-9140 or phone 810-626-2300

SECRETARY/OFFICE ASSISTANT
Full time. Typing 60-70 WPM, note taking, phone, filing, Word Perfect, IBM & Macintosh computer, spreadsheet, & data base. Ability to work with figures. Benefits package included. Resume to: Bingham Public Schools, Personnel Relations Office, 5400 Drake Road, Bingham, MI 48026

SECRETARY
OUR REQUIREMENTS: Either their assistant or be based in company headquarters. Be a self-starter, earning potential, and growth opportunities. We need your plus skills: Ability to interface with clients, Work Excel and Word, Be detail oriented, Type 514 plus. Pay: Nationwide - and benefits. Call Susan
Livonia Birmingham
473-2921 810-645-7661
Advantage Staffing

SECRETARY/RECEPTIONIST
Medical office seeks bright energetic individual with excellent typing skills, computer ability, 1-2 years experience, and good telephone skills. Mail resume to: 30600 Telegraph, Lower Level, Birmingham Hills, MI 48201

502 Help Wanted-Office Clerical

SECRETARY POSITION
For repossession company, county wide recovery and locator. Light typing, light filing, answering phones. Part-time, Mon-Fri., 9am-3pm. Hours may vary. Possible full-time position available. Wages depend on experience. Please call for an interview, if no answer, please leave a message
313-467-8262

SECRETARY/RECEPTIONIST
For busy accounting firm. Telegraph/13 Mile. Part to full-time position. Excellent computer skills required. WordPerfect/Word essential.
Call Sue at (810) 540-0814

SECRETARY WITH bookkeeping experience for our dealership in Madison Hts. Full-time. Type, computers, general office. Call Barb 810-585-8732

Secretary/Work Processor
Fast-paced, professional, growing environment. Responsibilities include word processing, typing, filing. Perfect for Windows 6.1 phone answering, fancy & other misc. tasks. Reliable transportation needed. Office hours daily, 8am-5:30pm. Some overtime may be required. Send resume to McKenna Associates Inc., Attn: Barbara Mayer, 32600 W. 12 Mile Rd #163, Farmington Hills, MI 48334.
An Equal Opportunity Employer

SERVICE CLERICAL
Billing, backup telephone reception. Computer skills a must. 40 hr. work week plus benefits. Forward resumes to: Attention Chuck, GCS Services Inc., 31477 Industrial Rd., Suite B, Southfield, Mich. 48034

START THE NEW YEAR WITH A NEW JOB PROFESSIONAL RECEPTIONISTS NEEDED!!
Immediate openings for experienced Receptionist. Must be customer service oriented and eager to learn. Some computer skills are a plus. Good salary plus benefits!
TEMPORARY & PERMANENT OPENINGS
Call today for an appointment
Livonia, 313-266-8600
Southfield, 810-352-1300
Taylor, 313-284-0777
Auburn Hills, 810-373-7500
SNELLING PERSONNEL SERVICES
An Equal Opportunity Employer

SECRETARY-ASSESSOR'S OFFICE
CITY OF BIRMINGHAM
The City of Birmingham is seeking qualified applicants for the position of Secretary in the City Assessor's Office. The successful applicant will perform a wide variety of responsible administrative and clerical tasks which require highly developed typing/keyboard skills, spreadsheet and word processing skills, general math ability, independent judgement and the ability to deal tactfully with the public.
Minimum qualifications: High school graduate or its equivalent. Must have substantial college coursework or formal training in office administration office word and data processing software. A minimum of 3 years of experience in an automated office environment. Proficiency in word processing, spreadsheet software and the ability to prioritize and handle multiple tasks.
Salary range: $21,964 to $29,127. The City also offers a comprehensive benefits program.
Applications will be accepted through Monday, January 15, 1996 at City Human Resources Office, 151 Martin Street, P.O. Box 3001, Birmingham, MI. 48012
The City of Birmingham is an Equal Opportunity Employer

SWITCHBOARD Operator/Receptionist, part time. Electrical manufacturing company seeking a dynamic professional to handle incoming calls, greeting visitors, and other duties as needed. Hours 2-6pm, Mon-Fri. ½ day every other Saturday. Apply at: Armand Associates, 12001 Levan, Livonia. EOE

SYNAGOGUE SECRETARY
Adat Shalom Synagogue seeks experienced secretary with computer word processing & phone skills. Knowledge of Jewish life helpful. Full-time employment. Short hand preferred. Must have excellent interpersonal skills & enjoy working in a busy office with high professional staff & lay members. Salary commensurate with experience. Send resumes to: Adat Shalom Synagogue, 29901 Middlebelt, Farmington Hills, MI 48334. Attention Cantor Howard Glaser.

TAX PREPARER
Farmington Hills firm seeks experienced Preparer. 810-553-3030

TELEPHONE INTERVIEWERS
Needed immediately for various business appointment setting, list cleaning, market research, customer satisfaction surveys, etc. No quotas - no selling. Some experience required. Office in Farmington Hills. Starting at $7.50/hr. Please call.
(810) 478-7294

TELLER (PART-TIME)
30 hours a week, Mon-Fri. Recent Teller experience required. Salary range: $8.94-$10.16/per hour. Please send or FAX resume:
Consider
P.O. Box 964, Southfield, MI. 48037.
Fax: (810) 569-2473
An Equal Opportunity Employer

TEMPORARY to PERMANENT JOB OPPORTUNITIES
- Administrative Assistant
- Excel, WordPerfect, Word (Windows)

Call and apply today!

ADIA
THE EMPLOYMENT PEOPLE
(810) 442-7800

Temp To Permanent Word Processors
Suburban advertising agency has immediate openings for two word processors who can type at least 70 wpm on Windows 6.1 for Windows to do production around typing. If you are interpersonal by a people person who enjoy the challenges of working with creative people, and would like the opportunity to prove yourself capable of working towards a full-time position, please send your resume along with salary history to:
Box #2100
Observer & Eccentric Newspapers
36251 Schoolcraft Rd.
Livonia, MI 48150

504 Help Wanted-Dental

CERAMIST
Needed for finish grinding. Place work or part-time. Livonia, (313) 513-5133

CHAIRSIDE ASSISTANT
Full-time, experienced, resume, references. Lively setting with quality practice. Redford / Detroit Northwest
(313) 937-2800

DENTAL ASSISTANT
Part-time, Tues. & Thurs. a.m. for Livonia general practice. Experience preferred. (313) 513-4997

DENTAL ASSISTANT
Part-time for quality oriented friendly office. Experience preferred. Call Judy 313-274-4422

DENTAL ASSISTANT
Our efficient, friendly, progressive practice is seeking a full time, experienced, mature Dental Assistant. Call
(810) 332-6106

DENTAL ASSISTANT
Experienced chairside assistant with surgical experience and implant knowledge preferred. Please call 313-261-6696, ask for Donna.

DENTAL ASSISTANT
30 hours per week. Experience preferred. Rochester Hills Area.
(810) 652-7700

DENTAL HYGIENIST
High quality periodontal practice is looking for a bright, caring, experienced hygienist to join its staff full time. Salary can be $50,000 to $60,000 annually, plus benefits. Call (810) 357-3313

DENTAL HYGIENIST - Cheerful, enthusiastic person needed part time for quality, fee for service practice in Western suburbs. Send resume to:
Box #2091
Observer & Eccentric Newspapers
36251 Schoolcraft Rd.
Livonia, MI 48150

DENTAL HYGIENIST
Full time. If you are an experienced Hygienist with a positive attitude, and interested in working with a team oriented practice with a friendly, caring atmosphere we need to talk to you!
(313) 427-7553

DENTAL HYGIENIST
Full-Part time. Excellent salary, benefits, in modern Livonia office.
313-591-3636

DENTAL HYGIENIST
Full time for office in Livonia. Experienced in or both issue management preferred. Please call Jeanette at 313-261-9696. Ask for Cheryl

DENTAL LAB TECH
Ramsey Dental Ceramics in Novi is now hiring an experienced Dental Tech. Some experience with porcelain or model work helpful but not necessary. Please call to schedule an interview 810-442-9448

DENTAL OPPORTUNITIES
Large prosperity multi-specialty dental group is seeking experienced personnel for the following areas:
PROCEDURE MANAGERS
COLLECTIONS/BILLING
DENTAL ASSISTANTS
APPT BOOK CONTROLLERS
Wages commensurate with experience. Excellent benefit package. Contact Joanne for immediate consideration at (810) 681-8100

DENTAL RECEPTIONIST
with insurance & computer experience. Part time position in North Livonia office.
(313) 425-1121

DENTAL RECEPTIONIST
Full time, 2 nights to 8pm required. Excellent pay. Perfect for mom.
(810) 651-6447

DENTAL RECEPTIONIST
Experienced for busy W. Bloomfield dental office. Full time, Mon-Fri. Call 313-737-2090

ENDODONTIC OFFICE
looking for full time/part time Dental Assistant. Experience preferred. Send resume to: Dr. Dua, 4419 South Main, Plymouth, MI 48170

FRONT DESK - Birmingham specialty practice is seeking enthusiastic detail oriented person for busy front desk position. Must have excellent phone skills & must. Computer experience desirable. If you are interested in joining a quality team please call 810-647-3953 resume

FRONT DESK RECEPTIONIST
Part time to full time position to work at dental practice with a GREAT BOSS and great benefits. Experience preferred, computer experience required. Full time 313-513-6304 or Fax 562-7914

HI WE'RE Dental Office Acorno DDS & Lando Hester DDS. We're looking for an experienced person to replace our long time assistant who is leaving to become a new mother. We are busy and fun and appreciate your hard work. We would wonderful assistant. Please call
(810) 548-6363

RECEPTIONIST - Oral Surgery office, computer and insurance experience preferred.
810-553-3280

SECOND Dental Assistant needed for busy Bloomfield Hills dental office to assist chairside, set-ups, & front desk. Work Wed., Thurs. & every other Mon., Tues., Thurs. Fri., 9-5. 810-626-0008

506 Help Wanted-Medical

ASSISTANT MANAGER for nursing home. Some experience in the field desirable. Call (810) 642-8630 or send resumes to: Corporate Office, Attn: Mr. Ron Ross, 1104 S. Bloomfield Hills, MI 48301 or fax resume to: (810) 642-8858

BILLER
Long term care pharmacy seeks medical biller. Candidate must have experience with Medicaid Part B billing (O.M.E.R.C. Guidelines), in addition, a knowledge of Medicare and enteral products is a must. Please send resume and salary expectation to: PO Box 3347, Livonia, MI 48151. Attn: Accts Receivable.

CENA - Full and part time positions available on afternoon and evening shifts at Mercy Bethzoon in Rochester Hills. Excellent benefits package. Call Kathy or Marta, 810-656-3239

CERTIFIED NURSING ASSISTANTS
Full-time for the afternoon shift at Whitehall Health Center. Great benefit package available. Starting wage for experienced Nursing Assistants is $7.13/hr. Apply in person between 8am-3pm at: 43455 W. 10 Mile, at Novi Rd. Further info call. (810) 349-2200

CNA'S
(ALL SHIFTS)
Certified Nurses Aides needed for intergenerational facility. Day, evening & midnights. (313)449-4431

DIETARY ASSISTANTS
For full-time and part-time positions in Nutritional Health Center in Novi. Experience in restaurant or food used desired. Willing to train the right person. Ad based pay scale. Enjoy the challenges of working with other people, and would like the opportunity to prove yourself capable of working towards a full-time position, please send your resume along with salary history to:
Box #2100
Observer & Eccentric Newspapers
36251 Schoolcraft Rd.
Livonia, MI 48150

504 Help Wanted-Dental

DENTAL ASSISTANT
Friendly, exciting, experienced Troy office. Benefits. Call Susan, Lisa, Barbara 879-8300

DENTAL ASSISTANT & Dental Hygienist. Full time. Experience preferred, to join our quality prospering dental team. Mon-Thurs. (810)557-6371

DENTAL ASSISTANT
Friendly, exciting, experienced Troy office. (810) 649-8686

506 Help Wanted-Medical

Home Health Aides
Certified Home Health Aides
Aides
Nursing Assistants
Homemakers
Live-ins
For private duty home health care. Must be experienced, dependable, and have reliable transportation. We offer:
- Paying Weekly
- Pay based on experience
- Shift differentials
- Mileage reimbursement
- Paid in-services
- Bonuses paid for full time

If you're interested in joining a rapidly growing agency, please call or apply to:
United Home Care Services
13712 Farmington Rd. Livonia
(Two blocks N. of 5 Mile)
(313) 422-9250

HOME HEALTH AIDES
Immediate openings for a home health care client in Bloomfield area. Shifts available: 10am-2pm & 8pm-10pm. Competitive wages. To apply, call Visiting Nurse Health Care, 1-800-272-0427

INTAKE SPECIALIST
Suburban-Based HMO seeks intake Specialist responsible for processing all new member requests for authorization of outpatient procedures, and all outpatient requests for admissions and referrals.
Requirements include two years of college credits or an associates degree in a health related field, including a college level medical terminology course. Knowledge of ICD-9 and HCPCS Coding required. Knowledge of experience in health care and/or health insurance is preferred.
Please respond in confidence to:
Human Resources - Intake
P.O. Box 5043
Southfield, MI 48086-5043
An Equal Opportunity Employer

LPN
PART TIME
NIGHTINGALE WEST NURSING
8365 Newburgh, Westland
Near Joy Rd.
An Equal Opportunity Employer

LPN'S - Day & Evening, full/part-time contingent. Apply in person Northfield Place 9533 N. Main St. Whitemore Lake.

LPNS
- full or part time afternoon & midnight shifts. Apply in person at Hawthorn Place, 31900 Schoolcraft in Plymouth.

LPNS
Come Mon. thru Fri. 9-4. 451-0700

LPNS
HOME HEALTH AIDES
For home care patients. Experienced, reliable, caring. Call Mary, 313-271-0420 between 10am-430pm, weekdays

MEDICAL ASSISTANT
Experienced front and back. Troy area.
(810) 362-1411

MEDICAL ASSISTANT
Now Family Practice. Experience required. X-rays, EKGs, lab work. Good benefits. 313-981-0099

MEDICAL ASSISTANT
Needed for Podiatric Medical Office in Southfield/Bloomfield area. 30-35 hrs/wk. Benefits. Good pay. Make a change for the better.
Call 810-258-0001

MEDICAL ASSISTANT
Busy dermatology office seeking a full time, experienced medical assistant. We are willing to train the right person. Send resume to: Dermatology Associates, Providence Medical Center, 27001 Grand River, Suite 8132, Novi

MEDICAL COORDINATOR position available Prior WCLS or MORC in Livonia. Looking for a motivated person to replace our long time assistant who is leaving to become a new mother. We are busy and fun and appreciate your hard work. We would wonderful assistant. Please call
(810) 548-6363

Medical Office Staff
- Dr's Receptionists (MED/DN)
- Medical Receptionists
- Medical Transcriptionists

If you're New Year's resolution is going to be to find a new job, we'd like to talk to you. Call today or fax resume to Michele at
Fax: 810-932-1170
Harper Assoc., 29870 Middlebelt
Farmington Hills, MI 48334

MEDICAL RECEPTIONIST
Full-time, some evenings & Saturday mornings. Knowledge of medical office helpful. Experienced only "people" person desirable. Contact Ben:
(810) 644-1528

MEDICAL RECEPTIONIST
Full time position. Some billing required (Blue Cross Blue Shield experience). Medical office with experience. Please send resume to: 400 Venoy Plaza, Westland, MI 48185

MEDICAL REVIEW
Growing medical review company, seeks qualified candidates with 1-3 years experience for medical & nonmedical entry. The applicant will be responsible for reviewing a variety of medical bills, entering data into our computer system, processing system, phone contact & total account responsibility. Knowledge of CPT-4 procedure codes, ICD-9 diagnostic codes, medical terminology, physician specialty procedures is required. Excellent benefits included. Non-medical candidates are necessary as well as the ability to speak Spanish & be a team player. Send salary requirements and resume to: Women Care Management, P.O. Box 240198, W. Bloomfield, MI 48324

MEDICAL SECRETARY
Growing medical practice needs secretary needed for physician's office in Southfield. Full time with benefits. Send resume and salary requirements to: Amy W. Thomas, 22250 Providence Dr. Ste 602, Southfield, MI. 48075.

MEDICAL TRANSCRIPTIONIST
needed for busy Bloomfield medical transcription service company. Three years experience required. Competitive salary & benefits package available. Premium rate paid for 3rd shift & weekends. (810) 471-6488

NURSE AIDES
Growing home care agency is seeking qualified experienced personnel for private duty cases throughout Oakland County. Choice of days & hours. Call between 10am-4pm, Monday thru Friday

NURSING UNLIMITED
810-540-2360

NURSE AIDES
New hiring bonus & training.
FAMILY HOME CARE
800-779-5663

NURSES LOOKING for full or part-time positions? We have several positions with flexible scheduling available. Apply at: 833 Beach St., Fenton.

PATIENT REGISTRATION
A various clinical duties, orthopedic office in Livonia. Medical terminology, knowledge of medical computer system helpful. 313-953-7242

PHARMACY TECHNICIAN
Full-time position / month's position available for long term care pharmacy in Farmington. Pre-employed, interested individual should contact Kathy at 28810 Orchard Lake Rd., Livonia ph. of 476, W. of Farmington Rd.

RECEPTIONIST
Experienced preferred for busy Cardiology office in Farmington Hills. Contact Denise (810) 626-8700

506 Help Wanted-Medical

RECEPTIONIST NEEDED for busy orthopedic practice. 2 year medical office experience a must. Computer knowledge preferred, billing experience helpful but not necessary. Call:
(810) 878-6444

RECEPTIONIST - with computer experience for busy Livonia office. Full time, benefits. Send resume to Box #2106
Observer & Eccentric Newspapers
36251 Schoolcraft Rd.
Livonia, MI 48150

RN CARDIOLOGY to 40K
Dr.'s office opportunity! Near Beaumont. Requires cardiology experience. Call Michele, 810-932-1170 Harper Associates 29870 Middlebelt Farmington Hills, MI 48334

RN/LPN
Day Shift. Apply in person: Mayfield Manor, 15475 Middlebelt, Livonia, (313) 427-9179

RN'S/LPN'S WE NEED YOU!
LPN'S earn up to $20/hour
RN'S earn up to $25/hour
Flexible Full Time Part Time
Call Staff Relief
FAMILY HOME CARE
(800) 779-5663

SALES
Printing company is looking for experienced and entry level Sales and Customer Service Representatives. Market 4-Color Flyers/Inserts. Excellent opportunity and good benefits. Call Jim at (810) 477-3600 Fax Or call 800-783-0990

TRANSCRIPTIONIST
Beautiful Farmington Hills office. Requires medical transcription experience. Call Michele, 810-932-1170 Harper Associates 29870 Middlebelt Farmington Hills, MI 48334

WEEKEND SCHEDULER
Local Home Care Agency has On-Call position available. Pt. may work Saturday & Sunday. Must be train the right person to "Join our Home Care Team" Call Visiting Nurse Assoc. Support Services
(810) 354-1830

X-RAY TECH, experienced. Must be willing to perform all duties required in addition, will train. Full time, benefits. Salary negotiable. For busy Livonia practice.
(313) 425-1225

508 Food/Beverage Restaurant

BATES HAMBURGERS - Fulltor part time, all shifts. Apply in person 7 to 10am or 2 to 5pm. 33408 Five Mile, Livonia or 22291 Middlebelt, Farmington Hills

BUS PERSONS
The Original Pancake House is now hiring full or part time. Excellent pay & insurance benefits. Apply at: 1300 S. Woodward, Birmingham

CAFETERIA
Manufacturing facility in need of a part time cashier. Experienced with experience working in a cafeteria or food service environment preferred. Hours are flexible and available which includes vacation, 401K and profit sharing plan. Call Ms. Pat Dell, Director of Food Rd.) Westland, MI. EOE

COOK - full/part time, good pay, flexible shifts. Apply in person: Dearborn Time Bar & Grill, 27533 Cherry Hill, just W. of Inkster Rd.

COOK - PART-TIME
Apply in person:
Manchester Manor, 15475 Middlebelt, Livonia, MI 48154. (313) 427-8175

COOKS
NEW RAMA HORN RESTAURANT
Hiring days & afternoons, excellent pay. Apply in person between 12 & 3 daily, on Orchard Lake Rd., Farmington Hills
(810) 855-8582

COOKS
The Original Pancake House is now hiring full or part time. Excellent pay, working conditions, benefits. Apply at: 1300 S. Woodward, Birmingham

COOK & WAIT STAFF
Southfield's newest hot spot, prepare to be entertained. Call Bob, Wax Staff starting at $3. Apply in person: Bagel Deli, 24350 Lahser, Bob Rick or Deniece. (313) 462-1764

DIETARY AIDE
Part time, 3pm-7pm, Monday thru Friday, 8am-12 noon. Employer paid full benefits. Blue Cross/Blue Shield, dental, life insurance, life insurance, paid sick and holidays. Located in Mt. Clemens. Contact Mayfield Manor, 15475 Middlebelt in Farmington Hills. Call Mary Barbier at 1-810-474-7200

DISHWASHER - Full or part time, flexible hours. Apply in person, 2-5: Sweet Lorraine's
Bloomfield Plaza, 14 Mile & Telegraph

DISHWASHERS - FULL-TIME, Day & night shift, $6 per hour. Apply in person: Bagel Deli, 24350 Lahser, 128 E. Main St., Northville

DOOR PEOPLE, BARTENDERS WAITSTAFF & D.J.'s
Westland Bowl
After 7:30pm. (313) 729-8040

FOOD SERVICE EMPLOYEES
food service company has various positions available for dependable individuals with strong customer orientated background. Flexible shift hours, paid holidays & paid vacations are available. We conduct pre-employment drug screening. For more information, call between 8am-5pm:
1-800-482-0294, EOE

FOODSERVICE WORKER
Marriott Corporation, a contract food service and vending company is looking for a Food Service Worker to work at our cafeteria location in Novi (Haggerty Rd., and 8 Mile Rd.) Day time hours beginning at 6:30 AM Monday thru Friday (NO WEEKENDS) competitive wage and benefits. For an immediate interview apply in person at:
MARRIOTT CORPORATION
44800 No. I-94 Service Dr.
Belleville, MI 48111
(Just E. of Belleville Rd.)
An Equal Opportunity Employer

HELP WANTED
DISHWASHERS - Full-time days & nights. Apply in person: B. Pub, Westland Mall. Apply within.

HOST/HOSTESS
The Original Pancake House is now hiring Midpoint time. Excellent pay & insurance benefits. Apply at: 1300 S. Woodward, Birmingham

LINE COOKS, Brothers, Bayne Grille. Full or part time. Apply at: 1821 N. Hunter, Birmingham.

No Nights, No Weekends
No Holidays
Westside Deli, in the Presidential Town Center Office Building, Southfield, wants friendly & courteous waiter. Full time, benefits. Call Ron, for working conditions. (810) 362-4444

NOW HIRING
- SKILLED PEOPLE
- RELIABLE PEOPLE

APPLY IN PERSON
RAJA'S HOTEL
32438 Grand River, Farmington MI

NOW HIRING MORNING HELP. Starting $5.50 an hour. Benefits. Paid training. Apply in person at
28331 Ford Rd., or call. Ask at 313-422-1570.

QUALITY INDIVIDUAL needed with strong customer service background & experience. Excellent pay, benefits & opportunity. Apply in person. Contact Paul 810-737-7982

RESTAURANT MANAGER
Fine dining and banquet experience required. Resumes to:
Box 2217
Observer & Eccentric Newspapers
36251 Schoolcraft Rd.
Livonia, MI 48150

508 Food/Beverage Restaurant

SHORT ORDER COOK
top pay, full time, morning hours. Mon. thru Fri.
(810) 344-1530.

SOUS CHEF
Kitchen Supervisor Position. Send resume to: P.O. Box 34
Birmingham, MI 48012-0034

Stage & Co.
Southeast Michigan's Premier Restaurant now hiring:
- Wait Staff
- Host Staff
- Short Order Cook

No experience necessary.
Apply in person
Tues. thru Fri. 10-3pm
6675 Orchard Lake Rd.
(810) 626-6623

Sweet Lorraine's Cafe is has immediate openings for line Cooks, Prep Cooks & Bussers. Good pay & benefits. Apply in person, part time, Sunday, 29201 Greenfield, Southfield between 2 & 5pm
(810) 559-0660
Join a Great team!

THE AMERICAN INN RESTAURANT - Now hiring Experienced Waiters. Full/Part time and Part-time Bus Person, excellent pay, 1000 Rochester Rd Livonia. Ask for Kim or Barb
(313) 525-5600

THE ROCK ON THIRD
is now hiring for experienced, professional Bartenders and Waitstaff. Please apply at:
112 E. Third, Royal Oak.

WAITSTAFF & COOKS
Full time, Apply in person:
The Box Bar & Grill, 777 W. Ann Arbor Trail, Plymouth.

WAIT STAFF
The Original Pancake House is now hiring full-time time. Excellent pay, working conditions/benefits. Apply at: 1300 S. Woodward, Birmingham

512 Help Wanted-Sales

Account Executive
Career opportunity with 90. Michigan's largest independent AT&T and Ameritech dealer. Significant growth offers sales opportunities in telecommunications equipment, video teleconferencing, data communications, and other technologies. Sales products used on the information superhighway. Highest commissions in the industry with Bonuses (first 1 starting 40100) plus medical/dental/life insurance, 401K, stock options, and expense reimbursement. Please call Dave Farber at 810-489-0000, ext 202 to arrange an appointment.

ACCOUNT EXECUTIVE
Looking for ambitious individuals for public relations and/or promotions. Top income advancement.
(810) 583-7122

ADVERTISING
A local publishing company is offering a career opportunity for 2 motivated sales people. $550 per wk. salary, unlimited commissions, 401K, bonuses to start.
313-425-9533

ADVERTISING SALES
$300 a week plus commission plus bonus. Earn $30-$65,000 first year guaranteed. Paid vacations and holidays. 80% Retention.
810-474-2929

ADVERTISING SALESPERSON
With experience needed for fast-growing business publication. Send resume to:
INSIDER BUSINESS JOURNAL
PO Box 1011
Brighton, MI 48116

Are You Serious About A Career In Real Estate?
We are serious about your success!
- Free Pre-licensing classes
- Executive Success Systems Program
- Variety of Commission Plans

Join the No. 1 Coldwell Banker affiliate in the Midwest!
Call Pat Ryan at
(810) 870-3400
Coldwell Banker
Schweitzer Real Estate

ASSOCIATE TRAINEE
Immediate opportunity for service, career-minded individual capable of participating on a dynamic team. People oriented organization offers on-the-job training, above average earnings, and bonus. CALL VANESSA, 810-356-7111

**ATTENTION OVER 75% of our sales force earns $1,000 per week. Not paid daily. No experience necessary. Paid training. Call Paul Ryan at
(810) 478-6000

ATTENTION - 75% of our Sales force earns $1,000 per week. No experience necessary. Paid training available.
(810) 473-7429 or (810) 473-0781

BASEMENT WATERPROOFING
SALES. Leading Mich. company seeks rep for $6 Mich. territory. Drive, communicate, sell. Training is available. Prior waterproofing sales experience necessary. Ask for Bob
1-800-668-3278

CAREER NIGHT
CENTURY 21 HARTFORD
TUESDAY 7 PM
CALL FOR RESERVATION
(810) 478-6000

CHANGE YOUR LIFE
Start a new career in real estate. Call TONY
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CONTRACT EMPLOYEE, WORKING PROFESSIONAL
People oriented, Bachelor in Business, Import/Export, Sales, Finance, Automotive, Personnel/Placement. Concerned about your future financial security? Interested in growth of company in? Develop a lifetime your job/business they are looking for. Interviewing for a staff of Global Network Distribution. No job disruption. (313) 459-7747
Customer Service/Sales

"Tis the Season To Start A New Career With Jenny Craig"
WEIGHT MANAGEMENT CONSULTANTS
JENNY CRAIG is seeking motivated, service-oriented WEIGHT MANAGEMENT CONSULTANTS to provide weekly consultations with our clients and help them achieve their weight management goals. In addition to offering encouragement and motivation, consultants review our clients' progress, monitor individual program goals.
Position requires effective communication skills and a ability to work flexible hours in a fast-paced and changing environment.
We offer a competitive compensation package and opportunity for personal advancement. FOR MORE INFORMATION CALL DIAMONDS AVAILABLE PLEASE CALL R. COLLINS AT 313/522-7377, EOE
JENNY CRAIG
Weight Loss Centres

512 Help Wanted-Sales

DYNAMIC
REAL ESTATE COMPANY
is seeking goal-oriented, energetic professionals. We offer the industry's best training programs and complete marketing and support.
In Birmingham/Beverly Hills
Call Terry: 642-2400
In Bloomfield Hills
Call James: 646-1800
In Farmington/W. Bloomfield
Call Ann: 737-9000
In Royal Oak/Berkley
Call Gary: 399-1400
COLDWELL BANKER
Schweitzer Real Estate

EQUIPMENT REP to $1200
Salary, Bonus, Benefits
Personnel Data Report
810-524-1500 810-524-2461

FIVE STAR AMERITECH distributor looking for aggressive sales people. Experience in local and long-distance selling preferred. Call Ed at
810-689-2300, Ext. 104

FLOOR COVERING SALES PERSON
Seeking an experienced professional floor covering sales person with a minimum of 4-6 years in the business. Must have measuring, blueprint, & estimating skills. Candidate already established. A sincere desire to succeed can be rewarding earning power. Salary plus commission. Call for an appointment 9am-2:30pm Dennis Runner
Reimer Floors 810-353-4050

FULL TIME PERMANENT POSITION
Retail Sales Associate. Position open at a well established specialty furniture store. Join our team and work in an interesting & fun environment. Must be reliable, responsible & willing to work some evenings & weekends. Part-time positions also available. Apply in person between 10am-3pm at Jennes Rustic, 29500 W. 8 Mile, Livonia.

GROWING COMPANY
Looking for professional Inside Salespeople. Paid training, benefits, full time, base salary with residual commission. Great opportunity! Business to business sales, we have a very competitive product! Call to set up interview - 313-373-5504
Equal opportunity employer

Guaranteed!
$7.00/hr. hour to start
$7.50/hr. after 4 weeks
$8.00/hr. after 6 weeks
$8.50/hr. after 11 weeks
$9.00/hr. after 6 months
These are 100% guaranteed wages!! M.F.I. has full as well as part-time jobs available in telemarketing. Call Today.
(810) 380-1700

HEALTH CARE PROFESSIONAL
Sales rep for a dramatically growth oriented position, combining long term care & information technology. Must have minimum 3-5 years sales or training home experience, be a self starter & have familiarity with automated medical systems. Competitive salary & benefits. Non smoker. Send resume & salary requirements to R.L., 37735 Enterprise Ct., Ste 400, Farmington Hills, Mi 48331.

HEATING & AIR SALES PERSON
Residential/Light Commercial. Lennox dealer. Leads supplied, benefits. Experienced only. Call Mr. Horton, Cat Chuck or Donna at (313) 425-8300. (All inquiries held in confidence)

JOAN & DAVID
Somerset Collection
Troy, Mi.
Has a full-time position available immediately. The opportunity includes: Salary, commission, medical benefits, 401K, possible advancement. Experience preferred and a flexible schedule is a must. Please apply in person with resume and references.

LDMI
MICHIGAN'S fastest growing long distance company has opportunities for sales representatives.
- Customer service representatives
- Customer Service/Sales
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Extremely competitive compensation packages for the right people.
Call Diane Rogers
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Licensed Real Estate Agent needed for single family home leasing and general marketing. Bloomfield/Northwest Suburbs company, challenge, variety, salary plus incentive & benefits. Call 348-9100
RICHTER & ASSOCIATES

LOCAL OFFICE of a national organization needs two full time, career minded persons willing to work hard. We offer training. Potential first year earnings in excess of $24,000. Call Jody at (810) 855-1000

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