EMPLOYMENT

EMPLOYMENT/ INSTRUCTION SERVICES #500-598

500 Help Wanted General

Able to Earn 50% AVON SALES Average $8.$15/hr at work time Flexible Hours! No Inventory! Territory Optional! 1-800-742-4738

ACCEPTING APPLICATIONS FOR MAIDS (m/f) - to clean hallways in apartment complexes. Day work, flat rate paid, paid holidays & vacations. $6.80/per hour. Call Mon.-Fri. between 8am & 3pm. 313-427-4343

ACCEPTING APPLICATIONS Full & part time help. Retail/Deli No nights or weekends Troy area (810) 524-3010

ACCOUNTANT - A rapidly growing Birmingham CPA firm needs full time Staff Accountant with 1-2 years experience. Knowledge of Creative Solutions software a plus. Excellent benefit package in a fast paced environment. Call Kirsten at 810 540-0220 or Fax resume to 810 540-0955

ACCOUNTANT/CPA FOR Farmington Hills CPA firm. Minimum 3 yrs experience with computer background. MS Office. Northwestern Property, Suite 298, Farmington Hills. MI 48334

ACCOUNTANT / CPA MINIMUM 2 years experience Comp and Review experience. Tax return preparation. Send Resume with salary requirements to: James E. Fuller, CPA, One Axa Dr. Suite 100, Madison Hts, MI 48071. Attn: Linda

ACCOUNTANT NEEDED for professional non smoking office. Payroll, bank reconciliation experience needed. Please respond to P.O. Box 810, Brighton, MI 48116 or fax resume to (810)229-8092

ACCOUNTANT. OUR client, a New based home builder, is seeking an accountant. A degree person with strong computer skills required. This is a hands on controller type position where the candidate will be involved in all phases of the accounting process not as a reviewer but as a doer, with lots of daily interaction. A minimum of three years experience in the residential home building industry desired. Send resume to Attention CSHC, Fullmer Rudzewicz, 12900 Hall Rd. Suite 300, Sterling Heights. 48313-1153

ACCOUNTANT to take over management of light manufacturing plant & supervising office procedures & accounting. Send resume to Box 2152 Observer & Eccentric Newspapers 36251 Schoolcraft Rd Livonia, MI 48150

ACCOUNTANT INOY computing company seeks a hands-on accountant to perform the following tasks: Supervise Accounts Receivable & Accounts Payable, Payroll, Bank Cash, Prepare Monthly Management Accounts, General Ledger & Control Accounts, Some Tax Preparation & System Development. The suitable applicant should be personable, computer literate & have strong interpersonal skills. Please fax resume & salary requirements to Linda Lucasey, OT/CC, (810) 362-2004

ACCOUNTANT West Bloomfield public accounting firm seeks profile candidate. Minimum 3 years experience through financial statement and tax return preparation. Computer skills required. Experience with Creative Solutions a plus. Send resume to P.O. Box 3236 Southfield, MI 48037

ACCOUNT EXECUTIVE PERSONNEL SERVICES

Join the 5th fastest growing industry in the U.S. Advantage Staffing has an immediate sales opening in already established territory. We are a diversified multi-office supplier of temporary staffing services with 15 years in the market. Successful candidates have:
- 2 or more 2yrs sales experience
- curiosity to learn a new industry
- motivation to build current customer business
- ability to develop new customers

Salary depending on experience plus excellent commission program makes the best compensation package in the area. Expenses and benefits included. Resumes:

Advantage Staffing
PO Box 1531
Birmingham MI 48012-1531
fax 810-645-0704

ACCOUNTING CLERK Marketing firm seeking detail oriented individual with good organizational skills. Accounting & computer skills a must. Call Tina from 10am-noon or 7pm-9pm at (810) 354-8607 or fax resume to (810) 351-9868

ACCOUNTING Dearborn CPA firm seeks Tax Preparer with minimum 2yrs experience in preparation of 1040 tax returns. Mail resume to: Human Resources Manager, 1537 Monroe, Dearborn, Mich. 48124

ACCOUNTING

ENTRY-LEVEL ACCOUNTING CLERK

SYNTEL, Inc., is a rapidly growing computer consulting corporation headquartered in Troy, MI. We have over 1500 employees located throughout the U.S. and need dynamic professionals to join our corporate team.

We are looking for an individual who will be responsible for reconciliation of employee accounts, as well as other accounting functions. Excellent communication and data entry skills required and minimum experience in accounting preferred. This is an entry-level position. Please reference Position 417 on both envelope and cover letter when responding.

Human Resources Department
SYNTEL, INC.
3700 Crooks Rd. Ste 301
Troy, MI 48084

E.E.O. No Phone Calls Please

ACCOUNTING - Inventory Quality Control clerk, entry level position for college grad or specialty steel operation with multiple locations. Background in accountancy, metallurgy or manufacturing helpful but not required. Attractive Troy location. Send resume to Box #2183 Observer & Eccentric Newspapers 36251 Schoolcraft Rd Livonia, MI 48150

ACCOUNTING - Troy E.A. firm seeks tax preparer/collator with some experience or tax prep course work with 1040 resume. (810) 524-2882

ACCOUNT REPRESENTATIVE Challenge, variety & reward. Looking for individuals that are sales & goal oriented to open accounts, cross sell services & interview loan applications. Professional communication, sales & computer skills needed for this fast paced position. Excellent benefits & salary package. Please submit resume or apply to: Hospital & Health Services Credit Union, Attention Personnel 3400 Green Rd. Ann Arbor, MI 48105. EOE

ACTIVITIES ASSISTANT - part time weekends & holidays. Contact Audrey Mon. thru Thur. (810) 348-4290

500 Help Wanted General

Accounting
PROPERTY ACCOUNTANT
National Property Management firm headquartered in northern Oakland County is looking for a general accountant with a Bachelor's degree in finance or accounting with a minimum of three years accounting experience. The ideal candidate will be:
- Proficient in Lotus and computerized Accounting systems (Preferably Skyline & Hard Rock)
- Able to work in a fast paced, multiple deadline environment

There are full and part time positions available. Full time positions offer complete health benefit packages and tuition reimbursement. Send resume with salary history to:
Box #2187
Observer & Eccentric Newspapers
36251 Schoolcraft Rd.
Livonia, MI 48150

ACCOUNTS PAYABLE CLERK
Detail oriented person with computer knowledge needed for established West Bloomfield Builder/Developer. Experience preferred. Send resumes to Office Manager 4969 Oak Hollow, West Bloomfield, MI 48323.

Accounts Receivable Clerk
The City Directory division of R. L. Polk, an international information services company and publisher of city directories nationally, is seeking an accounts receivable clerk to assist in our accounting department. Requirements: high school diploma, some college level courses in accounting, finance or business or two years experience in accounts receivable. Send resume to: R. L. Polk, Attn: Sally Hendricks, 1155 Brewery Park Blvd., Detroit, MI 48207. M/F/V/D

ACT NOW
Office / Warehouse
$350 weekly average
New Year, New Career! Distribution company needs help in all areas. Will train. Call required! Properties please. Call Lynn (313) 522-7818

ADMINISTRATIVE ASS/STAFF for beautiful Southfield office. Non-smoker. Computer & dictaphone friendly. Call (810) 354-6606 or fax resume (810) 354-6687

ADMINISTRATIVE/ PAYROLL
Immediate entry level positions available for detail oriented individuals with outgoing personalities. Candidates must possess good math aptitude, organizational skills & a strong desire to provide customer service. First year salary potential: $18K. Excellent benefit package available. Send resume to:
PAYCHEX, INC.
6440 Orchard Lake Rd
Suite 110
W. Bloomfield, MI 48322

ADVERTISING SALES full time/part position with magazine. Must have excellent oral & written communication skills. College degree & graphics experience preferred. Send Resume to O & E, P.O. Box 6Bx, Brighton, MI 48116

500 Help Wanted General

AEROSPACE TECHNICIANS
$10/HR. TEMP TO PERM
Prefer Associates Degree
(Elec. Chem. & Mech)
Arbor Technical 459-1166
FAX 459-1593

AIDE - loving family seeks mature person with common sense & good nature to care for elderly Mother on occasional basis. Light housekeeping & cooking. Non smoker. Experience helpful. References. Call between 9am-7pm (810) 646-9459

AIRLINE GROUND HANDLERS Part time. All Shifts. Apply to start Rapid Advancement. Apply at Signature Flight Support Detroit Metro Airport. Bldg 348 Lucas/Middlebelt Rd EOE/M/F/D/V

ALARM INSTALLERS/ HELPERS
Immediate openings for experienced, qualified alarm installers for high end company. Installation helpers also needed. Paid benefits include family health dental care, 401K, 8 paid holidays, sick and vacation days. Top wages paid to the right individual. Apply Mon - Fri, 8am-4pm at:
Vigilante Security
27215 Southfield Rd
Lathrup Village

ALTERATIONS SEAMSTRESS
Flexible hrs. Good pay. Birmingham Area 810-647-2065

AMERICA'S LARGEST SERVICE COMPANY
NEW YEAR NEW CAREER
We are now accepting applications for the following positions:
- Marketing Representatives
- Telemarketing Representatives

We offer a base starting salary plus commission package that will start you between $22K & $30K. The benefit package also includes Medical, Dental, 401-K retirement, stock plan and stock options.
Call today to schedule an appointment
KEN LEWIS
313-525-5200
Or Fax 313-525-3634

ANIMAL HOSPITAL Seeks full time Vet Assistant who enjoys people, animal work. W. Bloomfield (810) 851-0202

ANN ARBOR dealership seeking experienced BODY SHOP ESTIMATOR. Excellent medical and retirement (401k) programs. Competitive wages. Contact Body Shop Manager Jim Bradley. Pontiac-Cadillac-GMC 3500 Jackson Rd. Ann Arbor, MI 48103

500 Help Wanted General

ANSWER DESK EVENINGS
$7.50-$10.00/HR.
3PM-10PM or 4PM-Midnight
We provide paid training plus excellent benefits in an upscale office environment
Call Personnel
810-351-5630

APARTMENT CLEANING Full time position for person to clean vacant apartments. Own transportation. Apply in person: Monday-Friday 7:45 am to 5:15 pm. Green Hill Apartments maintenance office. 1 mile road north West of Farmington Rd. or call 313-591-0015 for appointment.

APARTMENT MANAGER COUPLE
For large suburban apartment complex. Must have 2 years experience in property management. Salary & utilities included. Call Mon-Fri 8am-5pm. 810-352-4043
An Equal Opportunity Employer

APPRAISERS
needed for local Tri-County area. Business Appraisal. Call Berdt 313-591-0053 FAX 313-591-3606

APPRAISER VALUATION licensed needed for residential appraisal company. (810) 229-9662

APPRENTICE WANTED
LIVONIA GLASS BLOCK
(313) 427-1673

ARCHITECT
Entry/intermediate level architectural position available. Candidates must possess Auto CAD/Auto Architect experience. Send or fax resume to:
Technical Group Inc.
12911 Farmington Rd
Livonia, MI 48150
FAX 313-261-9350

ARCHITECT-REGISTERED (OR EXAM ELIGIBLE)
With design background in custom residential & commercial projects for position in small Bloomfield area architectural firm. Submit resume to Box #2164
Observer & Eccentric Newspapers
36251 Schoolcraft Rd
Livonia, MI 48150

SCHOOLCRAFT COLLEGE
Livonia, MI 48152
COORDINATOR
CONTINUING EDUCATION SERVICES
Full time position. Responsible for all aspects of facilities use and rental. Provides instruction support services, including CES and institutional evening supervision and the coordination of college room book. Responsible for activities related to selected course offerings in the Continuing Education Services department. Normal working hours are Monday - Friday, 10:30am to 7:30pm.

Minimum qualifications include: Baccalaureate degree in related area required, two years of appropriate experience in related field, two years of supervisory experience (preference given to facilities use background in an educational environment), and ability to work with diverse public in an educational environment.

Interested applicants please call (313)462-4405, (313)462-4406, or (313)462-4407 and leave a message including your complete name and address and an application will be mailed to you. Applications must be received by no later than 5:00pm on Friday, February 2, 1996. AA/EEO

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Experienced Production Mig
Welders
- Approximately $10 Hour
- Plus Overtime
- Health Benefits Plan
- Secure Employment
- Friendly and Clean Working Environment

Apply Today
RAW-HITE
#1 in Custombuilt Trailer Hitches
Celebrating 50 Years Of Excellence
40500 Van Born Road, Canton, MI
E of 275 and S of Michigan Ave
(313) 722-7800

500 Help Wanted General

ARCHITECTURAL DRAFTSPERSON needed. Residential experience preferred. Established Oakland County Residential Builder/developer. Send resumes to P.O. Box #1500 Observer & Eccentric Newspapers 36251 Schoolcraft Rd Livonia, MI 48150

ARCHITECTURAL DRAFTSPERSON
For growing Birmingham interior kitchen design company. Must have good manual drafting skills attention to detail & design sense. Excellent salary & benefit package. Resume to:
De Giulio Kitchen & Bath
724 North Woodward Avenue
Birmingham, MI 48009

AREA TIER One automotive supplier is looking for a motivated, responsible individual to fulfill the role of Maintenance Helper. Successful candidate must possess High School diploma or GED equivalent, excellent driving record, ability to follow directions. If interested please send resume by Jan. 18 to: Human Resources Director, P.O. Box 395, Farmington, MI 48332-0395

ARE YOU ENERGETIC, always on the move, real estate may be for you. Call ERIC, 313-261-0700
REAL ESTATE ONE
Inquire about 100% commission

ART GALLERY
We will train you to become a professional Fine Art Consultant. Very high earnings. Full or part time. Inquire gallery in your area. Call Neal, (313) 921-0530

CALL HOMELINE FOR MORE OPEN HOUSES
313-953-2020
24 HOURS A DAY
With New Listings
Added right up to
The Weekend
See Large Display Promo in This Section for instructions

500 Help Wanted General

ART INTEREST/ PICTURE FRAMING
We will train you in the fine art of picture framing. We are looking for well groomed, personable individuals who will enjoy a blend of retail sales, design and picture framing. We offer benefits and paid vacations. If you are looking for a career opportunity or would just like to share your talents, please apply at:

FRAMES UNLIMITED
6616 Telegraph
Bloomfield Plaza-corner of Telegraph and Maple Rd

FRAMES UNLIMITED
7862 W. Maple
Somerset Plaza corner of Coolidge & Maple Rd

FRAMES UNLIMITED
27801 Orchard Lake
Farmington Hills-corner of 12 Mile and Orchard Lake Rd

FRAMES UNLIMITED
22224 Novi Rd
Oak Pointe Plaza-corner of 9 Mile and Novi Rd

ARTIST
needed to draw landscape renderings for landscape company. Competitive salary & comp. time. Great pay, flexible hours. 810-726-1657

ARTS & CRAFTS DIRECTOR
Part time full senior high rise apartment located in Southwest Florida. Excellent salary & some benefits. Experience preferred. Respond to P.O. Box 532, Milford, MI 48381

500 Help Wanted General

ARTIST/PRODUCTION
WANTED! We's organized, detail oriented, motivated individual, experienced in: Technical Illustration; Keyframing & IBM Knowledge in Corel Draw, Pagemaker & Ventura. Please FAX resume with salary requirements to: 810-362-2355

ART VAN
MICHIGAN'S #1 FURNITURE RETAILER is now hiring full time sales people
We offer:
•Paid vacations (up to 4 weeks)
•Full medical benefits
•Full dental benefits
•Flexible schedule
•Profit sharing
Our sales people average $30,000-$40,000 per year with top producers earning over $70,000 annually. Call and make a career decision you'll never regret! Immediate openings exist in the Novi store.
Mr. Donovan
(810)348-6922
Novi
Mr. Carlson
(313)425-9000
Westland
Mr. Phelps
(810)669-3770
Southfield

FAX US YOUR AD
313-953-2232

500 Help Wanted General

ASSEMBLY TO $8/Hr.
Electronic assembly, solder
ARBOR TEMPS 459-1166

ASSISTANT LEASING AGENT PART-TIME
For Livonia area apt. complex. Various office responsibilities, all phases of leasing, some computer knowledge helpful. Call between 10am-5pm, Mon.-Fri. 810-476-5868

500 Help Wanted General

ASSISTANT CONSTRUCTION/ PROJECT SUPERINTENDENT
Established Southfield development and construction company seeks an experienced and motivated individual to be responsible for several development and construction jobs. Competitive salary and benefit package. Send resume and salary requirements to Assistant Project Superintendent, P.O. Box 306, Southfield, MI 48037

FIND IT in Classified!!

Delivery Person
Needed in
Northern Oakland County
- Motor Routes
- Walking Routes
- Deliveries to Newstand Locations

One day a week - Thursday Only
(Includes Orchard Lake Orion & Addison areas.
For further information call our Circulation Department
(810) 693-4900

PART-TIME Drivers
Needed to Deliver Newspapers to Boys and Girls Houses
- Two days a week
- Must have van or pickup truck

313-591-0500
THE Observer & Eccentric NEWSPAPERS

Adult Carriers
Needed for delivery of the ...
Observer & Eccentric
- Twice Weekly
- 300-500 papers per day
- both motor routes & walking routes available

For further information call:
(810)901-4716
Birmingham, West Bloomfield, Farmington, Southfield
(810)651-7575
Troy, Rochester

SANDEN
Application Engineer
Sanden International (U.S.A.) the world's largest independent producer of automotive air conditioning compressors, has an immediate opening for the above position in our Plymouth, Michigan Technical Center. The successful candidate should possess a recent degree and knowledge of automotive air conditioning systems and related duties include:
- Supervise operation of assigned Test Stands and equipment, including routine maintenance and calibration of equipment
- Interpret test results and technical information
- Assist in troubleshooting customer AC problems
- Make recommendations for changes to test stand equipment and procedures
- Other technical duties

Qualified candidates should send resume, including salary history to:
SANDEN INTERNATIONAL (U.S.A.)
601 S. Sanden Blvd
Wylie TX 75098
ATTN: Bob Kammer
Equal Opportunity Employer

EDITO
Seeking an experienced editor to work part-time, 24 hours per week. Must have a bachelors degree in journalism or equivalent, 2 years experience writing headlines, reporting, editing, page layout and design. Preference given to community newspaper and feature writing experience. Must be a god feature writer, have excellent communications skills; provide own transportation. EOE. To apply, fax resume to: (313) 953-2057, Attn: #96-03 by January 19, 1996.

Vic's World Class Market
Vic's Market Cafe in Novi is accepting applications for experienced wait staff, bar tenders, host or hostesses and bussers. Day & evening positions available.

If you enjoy serving the very finest in food and spirits with all the benefits that come with it apply in person to:
Manager, Vic's Market Cafe
Vic's World Class Market
42875 Grand River, Novi, MI
E.O.E.

TELEMARKETING REPRESENTATIVE
Do you have good telephone skills? Looking for a job that offers good financial reward? We are looking for a person to assist us in soliciting new advertising business over the telephone on a part-time basis Monday-Thursday 2:00pm-6:00pm. No experience necessary; we will provide all training. High school diploma or equivalent and ability to type 40 wpm required. We offer a great working environment. EOE. To apply, call Kris at (313) 953-2277.

Eagle Test & Assembly
C.N.C Operators
- Experience Required
- Immediate Openings
- Both Shifts Available
- Air Conditioned Environment
- Excellent Benefit Package
- Competitive Wages

APPLY IN PERSON AT:
12280 Dixie Road
Redford, MI 48239
Mon.-Fri. 7:00 a.m.-5:00 p.m.
or call (313) 255-8888
E.E.O. M/V/F/H

MAINTENANCE TECHNICIAN
Salary Range $15-$18 per hour, Full-Time
Position involves installing, maintaining and repairing machinery, equipment, physical structures and pipe and electrical systems in our Bruegger's Bagel Bakery restaurants. AA degree or equivalent and at least 3 years related work experience and training; or equivalent combination of education and experience required with valid driver's license, dependable transportation and certification/license for refrigerant recovery.
We can offer great benefits including: Medical/Dental/Vision insurance, 401(k), paid vacations and more!
Mail or fax your resume to:
Recruiter KS
Bruegger's Bagel Bakery
29433 Orchard Lake Road
Farmington Hills, MI 48334
Fax (810)488-0369
Equal Opportunity Employer. M/F
Bruegger's Fresh Bagels Bagel Bakery

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
- Childcare

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/V/H

500 Help Wanted General

Eagle Test & Assembly
Jig & Fixture Builders
- Experience Required
- Immediate Openings
- Both Shifts Available
- Excellent Benefit Package
- Competive Wages
- Air Conditioned Environment

APPLY IN PERSON AT:
12280 Dixie Road
Redford, MI 48239
Mon.-Fri. 7:00 a.m.-5:00 p.m.
or call (313) 255-8888
E.E.O. M/V/F/H

Retail
RETAIL OPPORTUNITIES
Jo-Ann Fabrics and Crafts, a national leader in the specialty retail industry, has several opportunities at all area stores for people-oriented individuals with a positive attitude, professional appearance, and good interpersonal skills. If you would like to move forward in a challenging retail position, then consider one of the following opportunities.
- Sales
- Department Specialist
- Managers

As a member of our retail team, you'll receive a competitive compensation/benefits package and opportunity for growth with a respected industry leader. Apply in person at any local Jo-Ann Fabrics & Crafts store or send resume to: Janice Cahill, Jo-Ann Fabrics & Crafts, 26980 Lahser Rd., Southfield, MI 48034. Equal Opportunity Employer.
JO-ANN FABRICS & CRAFTS

Accounting Manager
Seeking a person with accounting experience to assist our Controller with day-to-day operations and coordination of special projects. Responsibilities will include supervision of accounts payable, general accounting, payroll, preparation of reports and financial statements. Must have Bachelor's degree in accounting, 3 to 5 years experience in related position, thorough knowledge of accounting principles and business applications, PC spreadsheet and word processing. Prefer previous supervisory experience. We offer a challenging work environment, excellent benefits and salary package. EOE. Submit resumes and salary history to FAX (313) 591-9202 Attention HR Department. Deadline is 1/19/96.

Product Design Engineer
We offer a competitive wage and benefit package. Qualified candidates should submit their resume with cover letter and salary requirements to:
HUMAN RESOURCE MANAGER
Bilstein of America Corporation
P.O. Box 311
Wixom Lake, MI 48393-0313
E.O.E. M/F/H
Automotive supplier specializing in the design and manufacture of suspension and steering components has an opening for an experienced Product Design Engineer. The qualified candidate will possess a degree in mechanical engineering, 3 years of experience in design and development of products for the automotive industry and proficiency with CATIA, SDRC, or Unigraphics software. Knowledge of metal forming processes along with ability to learn Finite Element Analysis is preferred. Some travel is required.