500 Help Wanted General

CONSTRUCTION SALES Home to $120K/+ Call Mr. Ryan 810-524-1500 Fax 810-524-2461 Personnel Data Report Corp

CONSTRUCTION

SERVICE TECHNICIAN Residential & commercial service/un-builder seeks individual for residential/commercial service and repairs. Competitive Transportation & Tools Position has advancement potential

ADMINISTRATIVE ASSISTANT JOB COORDINATOR

Seeking experienced individual to handle a variety of tasks. Excellent computer skills. Spreadsheet/Microsoft & Excel/Lotus. Telephone contact. Non-Software a plus. Must have strong accounting background, good job costing and strong knowledge of residential/commercial construction.

Excellent benefits package. Excellent working environment. Qualified candidates submit resume with salary requirements to:

Tech Development Group
Attention:
250 Teeple Terrace
Detroit MI 48207

CONSTRUCTION Since Columbia Industrial Contractors Corporation, the key person for the best Estimating/Management/Site Supervision. Seeking the right person with experience. Prefers field work, but will hire someone who likes the "office". Highland, MI 48357-0761

CONSTRUCTION SUPERINTENDENT

Customer Service Oriented Self-motivated individual. Experience in residential/light commercial construction. Knowledge of Microsoft Word/Excel. Bilingual/Spanish Speaking a plus. Salary commensurate. Fax resume to Carl Center Detroit MI 48207

No Phone Calls Please

CONSTRUCTION SUPERINTENDENT

Construction Company seeking experienced individual. Experience in residential/light commercial construction. Knowledge of Microsoft Word/Excel. Bilingual/Spanish Speaking a plus. Salary commensurate. Fax resume to Carl Center Detroit MI 48207

CONSTRUCTION FINANCE Division of a Fortune 500 company is seeking a mortgage professional to manage a portfolio. Management of Construction Loans. Minimum 5 years experience. Salary commensurate. Fax resume to Carl Center Detroit MI 48207 or call 313-259-7777 EOE M/F/D

CONTROLLER

Degreed professional with minimum of 5 years experience in accounting. Must be self-motivated, organized, detail oriented. Salary $130K + bonus. Automotive supplier. Fax resume to Carl Center Detroit. This company is a sister company to the above company. A DPA Code of Ethics and Business Ethics are required. We are a progressive company with a "family" environment. Excellent benefits package, salary and bonuses are based on experience. Qualified candidates submit resume with salary requirements to: Tech Development Group Attention: 250 Teeple Terrace Detroit MI 48207 EOE M/F/D

GYMNASTICS for beginning, intermediate and competitive levels. Call Mike Tom now & receive a free gift. Livonia Gymnastics Center Call Kimberly 810-557-8696

COSMETOLOGISTS $$$ Sales Order Clerk (Metal Industry) Call Mr. Ryan Fax Resume to: Personnel Data Report Corp EMPLOYMENT CENTER AGENCY 810-524-1500

COUNTER CLERKS — Full & part time, great pay & benefits. Apply in person Fri & Sat 9-5 Bob's Candy Store (Farmington) 18 Farmington Rd. (Grand River)

Corporate Security Opportunities

Quality and Customer Driven, Licensed Corporation in Security Services seeking Security Officers for Metro Area Locations. Full and Part Time Positions Available. Competitive Wages and Benefits. Call Mr. Ryan 810-524-1500 Personnel Data Report Corp

COUNTER HELP

Customer Relations Position

CUSTOMER SERVICE REPRESENTATIVE

CUSTOMER SERVICE REPRESENTATIVE

Warren based individual to answer incoming customer calls in our Sterling Heights office. Applicants must have above average typing & 10-key skills. Excellent benefits package. Salary $6.00/hr. 100% employer paid 10 paid days. Contact Ms. Schedeen, Salary Select Quality Service Staff, Inc. Fax resume to 810-977-4171

CUSTOMER SERVICE REPRESENTATIVE

DATA ENTRY/CLERICAL

Part time, Monday - Friday, 8 a.m. - 12 noon. Must have previous experience. Call Mr. Ryan 810-524-1500 Personnel Data Report Corp

DATA ENTRY Part time Monday - Friday hours with flexible schedule. Call Ms. Debbie 810-827-7250

DAYCARE ASSISTANT APPRENTICES

Ages 16 and up. Learn to care for children. Training provided. Flexible hours. Call Kathy 810-557-3233

DELIVERY DRIVER PART TIME Or Full Time Call Mr. Ryan 810-524-1500 Personnel Data Report Corp

CUSTOMER SERVICE COORDINATOR

Wayne, MI area

Data Processing Software Service Firm seeking Customer Service Coordinator. Ideal candidate will have 2 years experience in Business Applications Design Work Process Redesign or Programming using Visual Basic or Powerbuilder. Knowledge of Excel a plus. Excellent communication skills and ability to work with users and support them. Please send resume to: Human Resources Manager, 30300 Telegraph, Suite 200, Bloomfield Hills, MI 48025 Fax 810-645-9137

ADVANCED TECHNOLOGY SERVICES

Attn: Human Resources
Employer Multi-Focus

CUSTOMER SERVICE REP

Established distribution company seeking individual with 2 years experience in customer service. Knowledge of computer skills a must. Good communication skills & must. Good attitude. Salary commensurate. Fax resume to 810-557-9404 or call 810-557-9405

CUSTOMER ACCOUNTS MANAGER

Manufacturer of consumer products has immediate opportunity for Customer Accounts Manager. Ideal candidate will have 3-5 years experience in customer service, preferably in food or related industry. Strong communication skills, ability to work independently and in a team environment. Knowledge of Lotus 1-2-3 and Word required. Salary commensurate with experience. Qualified candidates forward resume to: Customer Accounts Manager, P.O. Box 1000, Wixom, MI 48393-1000

DEPENDABLE?? HARDWORKING?? ARE YOU?

Are interested in a career with a growing company? Apply at The Drive Company, 30500 Schoolcraft, Livonia. Call 810-591-0900

DATA ENTRY OPERATORS

Immediate opportunity for a part time data entry operator. Must have previous experience and be familiar with Windows. Call Ms. Debbie 810-827-7250

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DATA ENTRY/CLERICAL

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DELIVERY DRIVER

Full time, Monday - Friday, 8 a.m. - 5 p.m. Must have clean driving record