This Classification Continued from Page C9.

502 Help Wanted-Office Clerical

OFFICE CONTRACTORS
TROY - $15,000 PLUS
Career opportunity open for recent Career Fair/Job participants and a desire to learn a new business combined P.O. Professional and Outstanding location
COMPANY PAID FEE
Dorothy Day Personnel of Troy
810-643-8797 Fax 810-649-2486

DAY

OFFICE HELP
PART TIME Morning, Nights and weekends. Applicants 25 years+ old. Required to work every other weekend and holiday. Duties include answering phones, some bookkeeping, light computer data entry, rate with experience. Location near Twelve Oaks Mall. Mail or interested call Bob Corbett or Sherri Robinson. (810) 349-4800

OFFICE HELP PART TIME
proficient in computers (either writing, typing) use of computer Windows 95 preferred hrs 12-30 per week. Send resumes to 37724 Hills Tech Drive Farm. Hills 48331

OFFICE MANAGER to supervise property management company accounting and office operations. You need excellent accounting and computer skills and proven leadership. Send resume to: Fax (810) 626-3300 Birmingham MI 48009 FAX 810-645-9535

OPEN HOUSE
Sat., Feb. 10
10 AM. - 2 PM.

Accepting applications from 10 AM - 2 PM Temporary - Temp to Perm Opportunities
Clerical & light industrial positions
Word Processors Shipping/Receiving
Receptionists Warehousing
Data Entry Purchasing
Exec. Secretary Production
File Clerks Assembly
Bring a friend for a referral bonus

Livonia 313-266-8600
Southfield 810-352-1300
Auburn Hills 810-373-7500
Troy 313-244-0777

SNELLING PERSONNEL SERVICES
An Equal Opportunity Employer

PARALEGAL for Southfield insurance Defense firm full time work only. Must have office experience and salary requirements to:
Box 2291
Observer & Eccentric Newspapers
36251 Schoolcraft Rd
Livonia MI 48150

PART TIME ASSISTANT
individual for part time work. Communication with computer programs. Safety & hours open. Respond to:
Box 2290
Observer & Eccentric Newspapers
36251 Schoolcraft Rd
Livonia MI 48150

PART TIME EVENINGS general office duties for counseling center. Send resume to: Pat Beard, Advanced Counseling Services 28600 W 12 Mile Rd Ste 5200 Southfield MI 48034

PART TIME - head organized individual to assist owner of small complex in Livonia. Light duties in the area 2-3 mornings per week. Call 313-422-7110 ask for Ms. or Darlene

PART-TIME RECEPTIONIST SECRETARY
for Design/Build Commercial Construction firm. Telephone skills a must. Knowledge of MS Word helpful. Send resume to Office Manager 30120 W Pierson Trail Warren MI 48093

PAYROLL ADMINISTRATOR
Contract Staffing Company in Farmington Hills has a permanent full time position available. Ideal candidate will cannot processor. Expertise in computer application (Payroll, Accounting, Lotus, Excel) and operations a definite plus. Competitive paid benefits. Send resume to:
31700 Middlebelt Rd. Suite 140
Farmington Hills, MI 48334

PAYROLL DATA ENTRY - experienced 90 wpm typing and 10 key. Salary negotiable. Call (313) 513 9542 enter form. (313) 434-8661

PAYROLL TECHNICIAN
Bloomfield Hills firm has a position for self individual experienced with processing payroll. Computer knowledge preferred. Candidates send resume and SALARY requirement to Kristin Wilson, Bloomfield Financial, 2000 Telegraph Road Bloomfield Hills, MI 48302 or Fax (810) 338-7700, ext. 2662
Equal Opportunity Employer

PERSONNEL CLERK
Seeking outgoing, motivated individual for full time Personnel Clerk. A solid people person with strong organizational skills and attention to detail will fit this entry level job. Your service experience will shape career management with experience. Benefits available. Non smoking environment. Send resume or fax: Yves Masserole Recruiting, 11844 Middlebelt, Livonia, MI 48150 Fax: Direct 313 Fax: 313-427-1880

PROCESSING ASSISTANTS
Southfield Title and Insurance company seeking qualified candidates to fill processing and closing positions. Ideal candidates will have good communication skills. Apply in person at our office. Contact: Mr. Manning at 810-352-7300 between 8 & 5 pm.

Purchasing Clerk
needed for filing, receiving processing supplies/ packing slips, file for purchasing, processing purchase orders, data entry, and other duties as assigned. Full time, paid benefits, apply in person at
RB ELECTRONICS
34443 SCHOOLCRAFT
LIVONIA

PURCHASING OFFICE/CLERICAL
Quality Control Data Entry. Initiate purchase/clerical duties in busy purchasing department. Data entry/analysis. Knowledge of Excel, Word/Word preferred. Competitive pay and benefits package. Company paid. Convenient location near Canton off I-275. Send resume and salary requirements to Carolyn Berg 2175 Opportunity Drive Suite 200 Canton, MI 48188

REAL ESTATE SECRETARY
Part time organizational skills feel growing business. Typing skills, computer literate, knowledge of phone etiquette and etiquette - professionally. Carolyn Isaacson Realtors Call for details 313-453-4300

RECEPTIONIST
Are you a people person? Friendly Farmington Hills Realtor seeks a motivated individual. 11-6 pm. Typing a must. Call Barbara at 810-661-6700.

RECEPTIONIST
Administrative assistant part-time position to answer phone & assist with office duties. Call Ann Arbor Realtors (810) 540-0800

502 Help Wanted-Office Clerical

RECEIVING BILLING CLERK/ DIVISION LIAISON
Uniscource World Wide, Inc. has an immediate need for a Receiving Billing Clerk/Division Liaison. Duties will include data entry of goods received, assigning transfers, resolving special order items, & stock adjustment discrepancies. Customer liaison includes correspondence & data entry, performing division liaison duties between customers & our customer service center. Plus backup as necessary.
Qualifications will include knowledge of computers, good analytical skills, ability to work in an unstructured environment, & good communication & organizational skills.
To apply for this position, please submit resume to:
Administrative Assistant
31100 Plymouth Rd. Livonia, 48150
EOE M/F/V
No phone calls please

RECEPTIONIST
ANIMAL HOSPITAL
Excellent communication skills. Some clerical & computer ability. Full or part time. Some Eves & Sats. Salary based on experience. Apply in person: 31205 S Mill Livonia

RECEPTIONIST
A rapidly growing plastic injection molding company has an immediate opening for a full time organized, energetic individual with excellent communication skills and a professional appearance. Duties to include answering 14 line phone system, post case inventory, outgoing mail, sheet cleaning.
We offer an attractive work environment, competitive salary and excellent benefits package. For prompt consideration, please forward or fax your resume to
Human Resource Manager
LDM Technologies, Inc.
1250 Maplelawn
Troy, MI 48084

RECEPTIONIST
Beacon Hill Staffing group is seeking an enthusiastic receptionist for a full time position in the Michigan Design Center. Individual must possess basic computer skills, good communication & organizational skills, a customer service team & benefit package. Salary based on experience. If interested & qualified please forward a resume to:
Beacon Hill Staffing Group
1700 Stutz Drive #13
Troy, MI 48084
Equal Opportunity Employer

RECEPTIONIST
Bloomfield Hills law firm. Entry level full time position. Basic office knowledge with excellent phone manners. Non smoking office. Call Barbara (810) 335-5450

RECEPTIONIST bright positive person needed to f/ill receptionist position with professional financial team. Possibility of growth based on communication and office equipment learning. Salary start at the top. Send Series of humor & prose. Send resume to BAC Suite 350, 280 East Brown Birmingham 48009 or Fax to (810) 644-5760

RECEPTIONIST CLERICAL
Immediate Full time position available. Typing computer people and communication skills a must. Send resume to: Cadillac Mechanical Contractors
34224 Ford Rd
Westland, MI 48185 Attn Carol

RECEPTIONIST/ CLERICAL
$6.50/hr to start. Experience required in customer service & telephone switchboard typing & word processing. Looking for a professional & dependable office support employee with attention to detail. Full benefits after orientation period. Please send your resume & references to:
Personnel Dept. #401
P.O. Box 2020, Warren MI 48090-2020

RECEPTIONIST / CLERICAL
Full time Southfield CPA office. Pleasant personality, good phone manners and typing knowledge necessary. (810) 354-4044

RECEPTIONIST/DATA ENTRY CLERK
Sought for dynamic law firm of multi-state chain company based in Farmington Hills. Duties include answering phones, greeting guests, Picture computer data, accurate data entry skills. Computer literacy and data entry experience required. Experience in Lotus Suite, Word, Pagemaker, Accounting Lotus, Excel and operations a definite plus. Competitive paid benefits. Send resume to:
31700 Middlebelt Rd. Suite 140
Farmington Hills, MI 48334

RECEPTIONIST
Farmington Hills real estate office has opening in fast paced Closing Dept. for a receptionist/clerical person. Attractive phones, file, typing, typing, entry level computer. Real estate experience helpful but not necessary. Please call Maria for an appointment between 4:00 & 5:00 PM
(810) 355-8130

RECEPTIONIST
& FRONT DESK/ TYPIST
Two positions for busy Troy office communicate with shelly. Call for Cynthia. (810) 816-9023

RECEPTIONIST
For Grand River Westland area contract office. Phone experience required. Call (810) 615-6484

RECEPTIONIST FOR dental office part time position in Northville 12-30 hrs. per wk includes evenings & Sat. Experience and a good attitude. Call 810-348-0385

RECEPTIONIST
For Birmingham Pediatrician's office. Computer experience preferred. 3 to 4 days and alternating Sats. Send resume to 611 Pierce, Birmingham, MI 48009. Attn: Jim

RECEPTIONIST
for Bloomfield Hills law firm. Requires general clerical skills. Opportunity to train as a legal secretary. Contact Nancy at (810) 646-3443

RECEPTIONIST, FULL TIME position, good phone, typing, computer & organizational skills a must. Experienced only apply at: 6125 Telegraph Rd., Bloomfield, Mon.-Fri. 10am-4pm, see Mrs. T

RECEPTIONIST
Full-time Typing 50 words per minute Experience with WordPerfect 5.1, Pleasant phone manner. Fax resume and salary to P.O. Box 2002, Clawson, MI 48017-0300

RECEPTIONIST
Full time days. Mon.-Fri. Previous experience required - with light office & computer duties for a Southfield area medical office. Please send resume to: Cindy Cohen, Berry Street, 26261 Evergreen, Suite 991, Southfield, MI 48075

502 Help Wanted-Office Clerical

RECEPTIONIST
Insurance office - At Bordeau Insurance, Northwestern Hwy near 13 Mile has opening for friendly, responsible person. Duties include, receiving phone calls & clients, receiving payments, typing, sorting goods received, assigning transfers, resolving special order items, & stock adjustment discrepancies. Customer liaison includes correspondence & data entry, performing division liaison duties between customers & our customer service center. Plus backup as necessary.
Qualifications will include knowledge of computers, good analytical skills, ability to work in an unstructured environment, & good communication & organizational skills.
To apply for this position, please submit resume to:
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31100 Plymouth Rd. Livonia, 48150
EOE M/F/V
No phone calls please

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31700 Middlebelt Rd. Suite 140
Farmington Hills, MI 48334

RECEPTIONIST
Experienced
Professional
High tech optical/electronic manufacturing service company in Livonia seeking experienced professional receptionist to play key role in the progressive company's day-to-day operations. Ideal candidate will have strong voice and communication skills, pleasant yet professional personality, professional appearance and a minimum of 3 year continuous receptionist experience & must hold/earn Telecom SL-1 experience a plus. Great pay and benefits, diversified duties and excellent working environment and great opportunity for organizational skills and attention to detail will fit this entry level job. Your service experience will shape career management with experience. Benefits available. Non smoking environment. Send resume or fax: Yves Masserole Recruiting, 11844 Middlebelt, Livonia, MI 48150 Fax: Direct 313 Fax: 313-427-1880

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502 Help Wanted-Office Clerical

RECEPTIONIST/TYPIST
Hi-tech company in Rochester Hills has an opening for a receptionist/typist. Duties include answering office duties as well as basic receptionist responsibilities. Candidate requires excellent phone manners, good typing & telephone skills, professional appearance & attitude. Full time. Call 810-852-0300

RECEPTIONIST
Well experience
Part time - Busy law office
Ask for Beth (810) 932-0100

RECEPTIONIST/ WORD PROCESSOR
Small office in Southfield seeking someone proficient in WordPerfect 5.1 (Windows) using letters & proposals. Light phones plus general office duties. Hours Mon-8am-5pm. Pay rate $8/hr. Long term assignment

TempPro
810 563 8500 Madison Hts
810-630-8600 Rochester Hills
313 563 5400 Dearborn

RECEPTIONIST
20-25 hrs per week. Flexible Basic computer & computer skills a must. Call (810) 473 0480

SALES ADMINISTRATOR
Dynamic office is searching for an additional sales person to support contract teams. Applicant should have experience with Excel and Word. Be able to work at a fast pace, show high attention to detail & demonstrated potential in the quality & accuracy in work produced. Salary in low $20's. Well rounded high end benefit package. Contract personnel. If you are open to opportunities send resume to:
Controller 24463 W. 10 Mile Rd.
Southfield Mich. 48034

SALES SECRETARY
Part time for major insurance office. 20 hrs. wk. No previous experience needed. Farmington Hills area. Call Pat 9am - 2pm at (810) 305-5577

School Secretary
Immediate part time position available for suburban private school. Must have previous office experience including computer skills. WordPerfect 6.0 or Windows. Excellent communication skills required. Working with cheerful personality. Excellent pay, paid holidays, vacations and medical benefits. Send resume to: ARDS Bus 8305 Lilyfield MI 48134

SECRETARIES
Full time. Entry level to Executive Assistant. Use this as a stepping stone to training firm. Seeking self motivated well organized individuals with excellent phone skills and a positive appearance. Benefits. Send resume. Dukes Inc. 40 Lake Bellevue Ave. Wixom, MI 48393 or fax to (810) 624-1966 EOE

SOUTHFIELD BASED property management company is looking for a part time secretary to assist the leasing agent. Must have book keeping experience necessary. Send resume to: Carl Cox, Call Box 3087 Southfield MI 48037

SECRETARY and AIDE SUBSTITUTES, needed by Garden City Public School Secretary @ $5.41 and Aide @ $5.15 per hour to start. Great reserve plan for long term assignments. Call the Personnel Office (313) 425-8000

SECRETARY, AUTOMOTIVE
Expanding major supplier has new long term supplier contract. This unique opportunity offers top pay for experienced Temp to perm secretary. Call Sally
Kelly Services Birmingham
(810) 645-7221 646-7661

ADVANTAGE STAFFING
Beautiful Farmington Hills office. Must have outgoing personality! Call or send resume to: Cindy Kresnan, 810 932 1171 Fax 810 932 1176 Mon Fri Harper Associates 29870 Middlebelt Farmington Hills MI 48334

SECRETARY
CHOICE career move with suburban automotive supplier. Your experience must include word, excel, and presentation. Windows software and Harvard Graphics a plus. Call Sally
Farmington/Livonia Staffing
(810) 646-7661 473 2231

Advantage Staffing

Secretary/ Clerical
Full time for national leasing company. Must have typing, filing, bookkeeping, does PC knowledge helpful. $7.50/hour - permanent position. Call Ann Marie at (810) 473-3530 Westcott Staffing, Southfield, Livonia, MI 48150

SECRETARY/CLERICAL Full time for Southfield property management company. Knowledge of bank reconciliations, typing 50 wpm and Spreadsheet helpful. Call Mon Fri 8-5 pm (313) 937-2313
An Equal Opportunity Employer

SECRETARY
Experienced individual needed to join fast paced team. Typing 55 wpm and WordPerfect 6.0 required. Professional appearance and attitude. Multinational skills. Full benefits. Send resume and salary requirements to HR/Secretary, 29296 Franklin Road, Southfield, MI 48033

SECRETARY
Full-time for Southfield law firm. Good typing & WordPerfect skills. For interview call (810) 356-6696

SECRETARY
Full time, immediate opening. Typing skills approximately 60wpm. Office Area. Good benefits. Immediate available. Call (313) 535-5500

SECRETARY - INDUSTRIAL supply company in Livonia has immediate opening for part time work, Mon-Fri. 8am-12pm. Some computer knowledge helpful (313) 261-5990

SECRETARY
Law Seeking Corporation, the world's largest supplier of law & business seeking and interior firm, has an immediate opening for a secretary for their corporate legal office in Southfield
Requirements include at least 5 years secretarial experience and knowledge of Word/Word Perfect and dictation/transcription, ability to learn computer skills including WORD, DOS and Windows, excellent and dedicated team oriented attitude, and basic familiarity. Previous legal experience is preferred
We offer an excellent compensation and benefits package, PAID P.O. Box 5008 SOUTHFIELD, MI 48086-5008 ATTN: HUMAN RESOURCES DEPT. LS
Equal Opportunity Employer

SECRETARY/OFFICE MANAGER
Flexible hours. Experience in office procedures. Familiar with WordPerfect. Knowledge of accounting system a necessity. Good organizational skills a must. Located in downtown Birmingham. Please send resume to: Box #2281
Observer & Eccentric Newspapers
36251 Schoolcraft Rd
Livonia, MI 48150

SECRETARY, PART TIME
Word processing, skills necessary. Troy location Call (810) 583-9292

SECRETARY
Permanent opening, excellent pay, benefits, vacation and sick pay. Spreadsheets, Microsoft Word, phones, typing 50 wpm.
HUMAN RESOURCES
810-553-7710

SECRETARY/PHONES
Experienced in word/spreadsheets, organizational skills are and excellent phone skills. Send salary requirements, references and work experience to Delcor Construction, 2186 S. Milford Rd., Milford, MI 48381 or FAX to 810-684-8780

SECRETARY & RECEPTIONIST
For Southfield Law Firm.
Call (810) 948-1023

502 Help Wanted-Office Clerical

SECRETARY
Pleasant phone manner & light computer skills required. Full time in Troy area. Send resume to: 1655 E. Big Beaver Rd., Troy, MI 48083

SECRETARY/RECEPTIONIST
Farmington Hills Insurance Office needs part time Secretary/Receptionist. Must be a self-starter with good telephone skills and word processing. Insurance or sales experience helpful. Please contact Debbie Kolacki at
RehabPlace
400 Galleria Officentre
Suite 101
Southfield, MI 48034
FAX (810) 799-3983
EOE/M/F/V

TYPIST PART TIME
for law office
Please call
(810) 559-3630

TYPIST
60 WPM minimum. Excellent skills & background. Must have 5 years experience. References necessary. Starting at $8/hr. Send resume to:
Box 2293
Observer & Eccentric Newspapers
36251 Schoolcraft Rd
Livonia, MI 48150

WAREHOUSE MANAGER
Outdoor lighting co. seeking electric utility industry seeks Warehouse Manager. Must have solid knowledge total responsibility of a centralized warehouse for many locations. Computer and warehouse experience preferred. Forward resume to: Lighting Dept. 6782 Escanaba Dr. Westland, MI 48185

WORD PROCESSOR
For fast-paced 20 attorney firm in Bloomfield Hills. Law firm experience preferred. Send resume & salary requirements to: Office Manager, 300 E. Long Lake Rd., Suite 200, Bloomfield Hills, MI 48304

WORD PROCESSORS
& DATA ENTRY OPERATORS
Needed for Medical Billing Co. Pay starting at $8/hour. Call ProForce
810-352-1334

WORD PROCESSORS
$9 TO $12/HR.
Many openings for people with Lotus, Excel & Microsoft Word
ARBOR TEMPS 458-1185

504 Help Wanted-Dental

ARE YOU A NEW DENTIST?
Have you retired and are looking for part time dentistry opportunities? Peak Performers provides excellent opportunities at the finest dental practices available. Do you want a long term job for all levels of expertise are available. Don't delay! Call Peak Performers (810) 437-5777 2 P.M. - 6 P.M. No Fees
ARE YOUR KIDS in school? Would you like to earn some extra money? Can't beat these hours! Dental office in Livonia needs part time Assistant for Tuesdays 4-8:30, Thurs., & Fri. 9-2 P.M. Pleasant office, positive attitude a must. 313-482-8350

BUSINESS OFFICE CLERK
Full time Computer & medical billing experience helpful. Benefits. Southfield area. Fax resume to 810-557-5058

CHAIRSIDE ASSISTANT
Full time, experienced, motivated, dedicated. Unique opportunity with quality practice. Allowing to new location in Livonia. Benefits including dental.
(313) 535-3500

DENTAL ASSISTANT
Experienced preferred. Flexible hours. Send to or drop off resume at W.E. McManus DDS 36180 Five Mile, Livonia, MI 48154

DENTAL ASSISTANT Do you want to be well paid for work you love in a professional, friendly, relaxed environment? An outstanding specialty practice is looking for an additional experienced dental assistant to join its clinical team. (810) 357-3313

DENTAL ASSISTANT/ RECEPTIONIST FULL TIME SOME EXPERIENCE NECESSARY. FRIENDLY PERSONALITY LIVONIA (313) 525-3150

DENTAL ASSISTANT
We want the best! We offer a position that is motivating & rewarding, great hrs. Experienced preferred, a required W Bloomfield 661-1440

DENTAL ASSISTANT
Periodontal office in Livonia is looking for a friendly, non-smoking person. Minimum 5 years chairside experience 2 days/week, no weekends.
Call 313-422-7313

DENTAL ASSISTANT NEEDED for PRIDE office in Plymouth. Part time position. Experience necessary. Must be mature, dependable, hardworking and have excellent attitude. Call Jan, Mon & Tues., 9-7:30 PM (312) 453-1190

DENTAL ASSISTANT
Specialty office in Farmington Farms is searching for a bright, energetic, dental assistant. Full time, Mon-Fri 8-5. We offer a good salary & fringe benefit package for the right candidate. Call Jackie at 810-477-7500

DENTAL ASSISTANT
Group practice - Full time position available for an outgoing, dependable, enthusiastic individual who loves people and enjoys challenging work. Competitive salary & benefits for the right candidate. Wasserman Wayne County
313-722-8130

DENTAL ASSISTANT
Chairside Assistant for part time, afternoon position. Mon-Thur. Farmington Hills Family Practice
Please call (810) 553-3665

DENTAL ASSISTANT
FANTASTIC OPPORTUNITY
Experienced & mature Assistant for busy practice. Must be a team player & working environment. 37 hours per week. Please call (313) 453-5200

DENTAL ASSISTANT
Seeking full time assistant to member with excellent communication skills for Royal Oak Dentist. Experience helpful but not necessary if you are operatory ready, caring and enthusiastic. Call (810) 544-9000

DENTAL ASSISTANT
full time. Experienced preferred Auburn Hills Area
Call (810) 852-1820

DENTAL ASSISTANT
Experienced only, with primary assistant. Dearborn. (313) 274-6606

DENTAL ASSISTANT
Full time position in busy Grosse Pointe area. Experienced required. 810-612-0700 Call. (313) 378-6333

DENTAL ASSISTANT - Energetic, dependable, experienced dental assistant for busy practice in Farmington Hills. Full time with benefits. Call Ann at (313) 383-3200

DENTAL ASSISTANT - Part-time, Tues & Thurs. for a progressive Bloomfield Hills office. Must be organized in expanded duties. $13 hr. Please call Laura: 810-364-1566

DENTAL Assistants & Hygienists needed. Flexible hours. Friendly hygienists & business and technical assistants. Perfect time to caring, quality, family oriented Livonia Office. (313) 713-1246

DENTAL ASSISTANT, full time, experienced, motivated, organized chairside assistant for expanding suburban Southfield practice. Pleasant environment, competitive salary, benefits. (313) 937-7777, eves. 810-626-9087

DENTAL ASSISTANT
We need a dependable experienced Dental Assistant for our busy Farmington office in Birmingham. Exceptional salary, doctors and staff. Full benefits available. (810) 646-3515

DENTAL ASSISTANT
Full time, experienced. Great salary benefits. Busy office. (810) 663-7862

DENTAL ASSISTANT
Experienced only. Chairside. Great salary. Dearborn Area. Call Vanessa: 810-582-2540

504 Help Wanted-Dental

DENTAL ASSISTANT
Experienced for Livonia office. Part time, no evenings or Sats a m. 313-261-3330, p.m.: 810-661-0334

DENTAL ASSISTANT
Experienced, part time. Thurs & Fri. Dearborn
Call (313) 561-7070

DENTAL ASSISTANT
Chairside, preferably experienced. Must be people oriented. Call between 8 & 5pm. 810-655-4143

DENTAL ASSISTANT
Experienced chairside assistant with surgical experience to assist with knowledge preferred. Please call (313) 261-6696, ask for Debra

DENTAL ASSISTANT
Periodontal office in Livonia is looking for a part time Assistant with minimum 2 years chairside experience 2 days/week, no weekends.
Call 313 522-7313

DENTAL ASSISTANT
Chairside, experienced, a friendly dentistry. Friendly office. Dearborn & practice 4 days no Sats., no Eves
(810) 528-4566

DENTAL ASSISTANT - Livonia practice seeking individual with an energetic, career oriented, employ assuming responsibility, with good communication skills. We offer good salary, fringe benefit package for the right person. Fax resume 313-835-1200

• DENTAL BUSINESS & • CHAIRSIDE/CLINICAL
Call (810) 557-8211
For busy Southfield practice. Dentech assists, experienced 2 assists. Certified preferred. 810-788-2711

DENTAL FRONT DESK
Our pleasant, expanding, Pride dental office in Farmington, is seeking an experienced, self-motivated Front Desk Person.
Computer knowledge necessary (DOS preferred). Excellent salary & benefits.
Please call (313) 261-6696 or
(810)477-1500

DENTAL HYGIENE - in Farmington Hills office. Half day Saturdays. Pay commensurate with experience. Call (810) 553-0645

DENTAL HYGIENIST
Part time. Wednesday 4-7pm. Farmington Hills area
Call (810) 474-2280

DENTAL HYGIENIST
Part time for busy family Farmington Hills office. Excellent pay
810 553-4600

DENTAL HYGIENIST
Self motivated people person receptionist (knowledge helpful) Farmington Hills office working pleasantness. Part time working 8-5 time
(810) 932 5630

DENTAL HYGIENIST
Friendly Farmington Hills office Tuesdays 4pm-7pm 810 474-0642

DENTAL HYGIENIST - for part time, friendly quality office in Southwest Farmington Hills. Top salary
Call 810 478-1200

DENTAL HYGIENIST
Full time position available for highly organized, motivated hygienist to join practice. Competitive wages & benefits. Experience required. Send resume to P.O. Box 146 Novi, MI 48376-0041

DENTAL HYGIENIST
Dependable, friendly, organized, motivated Hygienist busy fee for service office offers satisfying position with excellent salary and benefits. Call (313) 981-4040

DENTAL HYGIENIST
If you are a "people person" Hygienist seeking a permanent 1 or 2 day per week position, we would like to meet you. Our new 13 Mile / Telegraph general dental office reflects the excellence in patient care. Flexible hours are a bonus. If you are interested in growing with our team, call Karen at 810-644-1554

DENTAL HYGIENIST
Do you enjoy work? Believe in your chosen career? Do you want to WALK YOUR Part time in friendly Livonia office
Call 313 464-0300

DENTAL HYGIENIST - Family practice, Rochester/Long Lake. Mon & Wed. 8am-6pm, 1 Sat per month. Benefits
810 669 9191

DENTAL HYGIENIST - needed part time for Medicaid Hygi office. Very friendly team environment. Excellent benefits. Can lead to full time if desired. Call (810) 548 6310

DENTAL HYGIENIST
Part time, starting date mid Jan. 1998. Wed & Thurs 12:30-7:00pm, & Fri & Sat 7:45am-1:00pm. Must have excellent periodontal skills & good communication skills. Call Marie at. (810) 352-7722

DENTAL HYGIENIST
Full time Grosse Pointe area. Excellent benefits. Must have computer skills. Dearborn Heights. (313) 274-6666

DENTAL PATIENT COORDINATOR
2 flexible hours/week. Must have excellent phone skills & experience in dental field Livonia. (313) 427-8270

DENTAL RECEPTIONIST
Full time 2 nights to 8pm required. Experienced only
(810) 651-6447

DENTAL RECEPTIONIST - needed for busy W Bloomfield office 4 days per week. Experienced.
Call 810-737 7080

DENTAL RECEPTIONIST
Plymouth-Canton team oriented dental office has an opening for an energetic, self-motivated person with edge of Dentech computer system and experience a plus. Full time. No Saturdays. Good benefits package.
Call
(313) 453-0840

DENTAL RECEPTIONIST - Full time, dependable and detail oriented individual needed for our professional practice team. Excellent communication skills and dental experience required.
810-978 8233

DENTAL RECEPTIONIST
Full time position available for friendly enthusiastic person for computerized dental practice. Excellent telephone & Salary Experience preferred. Ask for Barbara
(313) 277-0050

DENTAL RECEPTIONIST
needed to complement our expanding and office staff. Computer skills, knowledge of Dentech a plus. Are you a caring people oriented person interested in dental health? Are wellness of others? Interested in a people oriented, fast paced team that shares your values? If this is you send a resume to:
Box #2278
Observer & Eccentric Newspapers
36251 Schoolcraft Rd
Livonia, MI 48150
Replies are confidential

DENTAL RECEPTIONIST
Part Time, insurance background helpful, but not required. Computer knowledge preferred. Pleasant professional, outgoing person for Livonia family practice. Please fax Jean: (313) 464-3430

DENTAL RECEPTIONIST/ Assistant Full time, Friendly office in Auburn Hills area. Modern office. Benefits. (810) 332-6400

DENTAL RECEPTIONIST - Full or part-time in high tech, fast growing N.W. Livonia. Dental Experience preferred. Call Mary 313-472-6200

DENTAL TECHNICIAN
Experienced, talented, perpetual motion & tireless energy for high quality private prosthodontist's office. Modern, state of the art, Farmington Office Dentech Lab Rec. #284, W. Bloomfield MI 48322

ENDODONTIC OFFICE
looking for full time experienced Dental Assistant. Call Dr. Gut, 6416 South Main, Plymouth, MI 48170

HYGIENIST - PART TIME
Experience preferred, for Plymouth office. Glenview Endodontics & Gen. Dentistry. Call 810-831-0660

HYGIENIST - PART TIME. For periodontal practice. Experience preferred. Flexible hours. Call Vanessa: 810-582-2540

504 Help Wanted-Dental

HYGIENIST - Position available for full or part time in a multi-doctor practice. Top salary, excellent benefits. Western Wayne County
Call (313) 722-8130

HYGIENIST WANTED
Part time position for friendly and outgoing person. Adequate training provided. Salary based on experience. Call Pam, Plymouth Court, 113 Haggerty Rd, Plymouth, MI (313) 455-0910 EOE

FRONT OFFICE/RECEPTIONIST
Physical Therapy clinic in Plymouth seeks Front Office/Receptionist. Skills should include: Pleasant voice/ver/ication, scheduling, data entry, typing, filing and multi line phone. You must possess a high energy level. Min 1 year of PT experience helpful. Competitive pay & benefits. Send confidential resume to:
Lisa Johnson Fax# 313-421-4417, 3040 Post Oak Blvd., Ste 222, Houston, TX 77056

HEALTH AIDE
to provide supervision, support & personal care for people with disabilities. Part-time days, Mon. thru Fri. Must have Nurse Aide certification, valid drivers license & be able to lift 50 lbs. Apply in person or mail to: 1706 John R., Troy, MI 48083, Attn: Tina D

HEALTH PARTNERS is seeking experience CENA's PM's for local assignments. 1-800-968-7723

HHA'S
Huron Valley Visiting Nurses has immediate openings for a variety of positions throughout Ann Arbor, Northwest and Brighton areas. High demand for day shifts. Call Janelle today!
1-800-880-0020

Home Health Aides
Certified Home Health Aides
&
Nursing Assistants
Homemakers
Live-ins
For private duty home health care. Flexible, experienced, dependable, and have reliable transportation are offer:
• Flexible scheduling
• Work pay based on experience
• Shift differentials
• Mileage reimbursement
• Paid in services
• Benefits package for full time
If you're interested in joining a rapidly growing agency, please call or apply to:
United Home Care Services
15712 Farmington Rd., Livonia
(Two blocks N. of 6 Mile)
(313) 422-9250

HOME HEALTH
Care Aides
(Positions available throughout Southeastern Michigan)
Eldercare Home Care Group Inc., is seeking friendly, caring and compassionate individuals to assist our elderly clients in their homes. Duties include personal assistance, companionship, light housekeeping, meals, 24 hour "live-in" and hourly shifts are available. Training is provided
We offer a competitive salary and 401K plan with company contribution. Call recruitment, 810 646 8880

HOSPICE CNA
Union Lake Mid Week Hours 18-20 hours weekly. (810) 355-9900

INSTRUCTORS
GERIC Home Health Care has teaching opportunities available for you. Flexible hours for RN's and LPN's with long term care and teaching experience for our Nurse Assistant Training Program. Training provided. Call Ann Marie Observer Certification a plus. Full and part time positions are available. Call 248 559 2283

JOB FAIR
CNAs, 10HAs and DIRECT CARE WORKERS
ENTECH MEDICAL SERVICES is currently recruiting for experienced CNAs, HHAs and DIRECT CARE WORKERS for positions in Ann Arbor, Ypsilanti and the ANN ARBOR, YPSILANTI and BLOOMFIELD HILLS AREAS working with disabled adults in group home settings. Full time and part time shifts are available
We will be sponsoring a JOB FAIR to conduct interviews on THURSDAY, FEBRUARY 5th BETWEEN 8AM AND 3PM at the YPSILANTI MARRIOTT located at
1275 S. HURON STREET
YPSILANTI, MI 48197
CONFERENCE ROOM E
Please bring appropriate certificate and two pieces of identification with you for immediate hire. Or, you would like more information contact
ENTECH
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