500 Help Wanted General

HOME IMPROVEMENT HELPER
Entry-level Experience preferred, but will train motivated person. Full time. Truck & tools provided. Wage + bonus. MUST have professional appearance & good driving record. Call (313) 326-3621

HOME MANAGER

Applications are now being accepted for a Management position in a new small group home residential facility for persons with mental illnesses located in Troy. Full time position. Applicants must possess the following credentials:

- Possess a bachelor's degree related to mental health services with experience with individuals with mental illness or possess a High School Diploma and 3 to 5 years supervisory/managerial experience. Have should knowledge of psychiatric principles and personnel management. Familiar with Department of Services & Licensing, DMH/CMH community standards and ICF MR regulations.

Above all applicants must have qualities of the director, be motivated to work with others in commitment to serve vulnerable adult citizens.

Salary $17,000 to $22,000 contingent upon applicants related work history and management experience. Generous benefits package. Applicants interested in this position should send resume and letter of interest following address: Alternative Services Inc., 30625 W. Maple Ave. Rd. #10 Livonia MI. 48152. Applications will be accepted until April 24, 1996.

Hotel
Join Our Team At The Holiday Inn Southfield
• Friendly Atmosphere
• Great Pay & Benefit Package
• Advancement Opportunities
• BANQUET CAPTAIN
• BANQUET SET UP
FULL TIME
Apply in person
Holiday Inn Southfield
26555 Telegraph Rd
Southfield, MI 48034
810-353-7700

HOUSEKEEPERS

THE Red Roof Inn of Farmington is looking for housekeepers! We offer:
• Wages up to $5.50/hr depending on experience
• Medical & dental insurance
• Paid vacations
• Fringe benefits
• Training for advancement to other departments
• Safe, clean pleasant work environment

Apply in person: Located at Grand River & 10 Mile Rd. 24300 Smeaton Ct. or call (810) 476-7520

FRONT DESK CLERK
Full Time & Part Time Audit
Apply in person: Days Inn Hotel, 36455 Plymouth Rd. between Levan & Newburgh, Livonia

HOTEL
A Great Place To Work!
The Best Western Laurel Park Suites is now accepting applications for the following positions:
• Night Auditor (11pm-7am)
• Front Desk Staff
• Housekeepers
• Maintenance Staff
Please apply in person
Best Western Laurel Park
16100 S. Laurel Park
8 Mile & I-275/Livonia
(313) 464-0050

HOTEL
At Holiday Inn - Troy, your service excellence skills are valued! We offer competitive wages & good benefits for the following full time positions:
• Front Desk Clerk
(Smiling Faces fly the 3-11 shift)
• Maintenance Staff
• Housekeepers
Join our team today by applying in person:
Holiday Inn-Troy
2537 Rochester Court
(Off Rochester Rd
Near Stephenson Hwy)

hotel
BUSINESS IS BOOMING
The Kingsley Coffee Shop is seeking friendly, courteous people to serve our guests this year. We have Cashiers, Servers, Busboys & a Cashier Server to assist the busy 3-7pm hours. Great money, benefits. Apply in person at 1475 N. Woodward, Bloomfield Hills EOE

HOTEL
EXECUTIVE HOUSEKEEPER needed for 135-room luxury property in Farmington Hills. Come join our growing team! We offer competitive devoted team. Apply in person Mon-Fri, 9-5, Days Inn Inn of Farmington, 30715 W. 9 Mile Rd.
(810) 471-9220

HOTEL
Holiday Inn - Troy, is currently seeking a
Front Office Manager.
The successful candidate will be a strong leader with a hotel background, good organizational skills and be familiar with yield management. Good benefits and competitive salary are offered as the chance for advancement within a growing company!
Please send resume to:
Holiday Inn-Troy
2537 Rochester Court
Troy, MI 48083
Fax: 810-689-9015

Hotel
THE VILLAGE INN HOTEL is looking for part time Front Desk Clerks and a Night Auditor. Weekend Both positions require some weekends. Apply in person:
The Village Inn
300 N. Hunter Blvd., Birmingham

MERRY MAIDS
Immediate Openings
• Nights, Weekends & holidays. Work Mon-Fri, only, earn up to $250/wk! We train, car needed. Call
Birmingham/Bloomfield Hills 810-647-6680
Farmington Hills 810-471-9090
Livonia 313-464-9708

HOUSECLEANERS
Full Medical, Dental & Life.
Full & part-time, Mon-Fri, days, company pay. $6.25 to $8.00 hr. Mileage, paid holidays, paid days/vacations + bonuses. Don't be misled by other jobs. Call to find out why.
WE ARE THE BEST PAYING MAID SERVICE
AMERICAN FREEDOM CLEANERS 810-473-9300

HOUSECLEANERS - Must be honest, hardworking, reliable. Full or Part time. Send resume to: PO Box 871063 Canton, MI 48181 9083

HOUSECLEANERS NEEDED, part or full-time. Ideal for college students. Lisa, (810) 380-0380.

HOUSECLEANERS
1-800-640-7707

HOUSECLEANERS
$6.25-$8.00 per hour. Days, Mon.-Fri. Farmington Hills 810-661-2034

HOUSECLEANERS
$6.30 per hour to start. Work weekdays only. Full and part time. Call Johnson's Cleaning at 313-421-0210

HOUSEKEEPER
NEEDED for Non profit community. Prefer Robin at. 810-624-8688

HOUSEKEEPER POSITION available in senior community in Westland. Part time, Weekends. Contact: (313) 729-6870
An Equal Opportunity Employer

500 Help Wanted General

HOUSEKEEPER
For large Farmington Hills apartment community. Must be conscientious. 40 hrs. a week. Apply in person
MILLWOOD
Management Office
30605 Lakewood Dr.
Farmington Hills, MI
N.W. corner of Grand River & Drake. Ask for Maeve

HOUSEKEEPERS - for part-time housekeeping services. Mon-Fri. Starting 4pm. Approx. 4-9 hrs. per night. Newburgh/Ann Arbor Tr. area. 8 Mile/Napier Rd. area. Reliable people with reliable transportation only. Call 313 831-8975

RN SPECIALIST
Entry level position with national company. Adult mental retardation in Ann Arbor and Metro Detroit. College degree a must. Call 313 761-7800 Ask for Victoria Smith. EOE/M/F/D

HUMAN RESOURCE MANAGER
PMH Caramanna, Inc. a dynamic, fast-paced, employee oriented company located in Farmington Hills, is searching for a Human Resource Manager. The ideal candidate will have:
• Degree preferably in Human Resources
• 3-5 years experience in Human Resources
• Ability to communicate effectively with all levels

Responsibilities include recruitment, employee relations, performance evaluation process and salary & wage administration.

We offer a challenging professional environment. Salary based on experience. Please send resume and salary history to:
Manager of Personnel (HR)
P.O. Box 2487
Farmington, MI 48331 2487
Fax: (810) 486 5363 Attn: HR

HVAC - Experienced Installers & EPA Certified Service Tech. Top pay for right people. 810 474-4604 LINE HEATING & COOLING, INC.

HVAC INSTALLER
Part Time DEMO/HVAC only. Very good pay, based on qualifications (810) 693 0486

HVAC INSTALLERS
Start Today - Build Job
Ask for Marcel (313) 531 5050

HVAC
SERVICE TECH
Have you had it with unfurnished promises, impossible demands from supervisors, disappointments & frustrations that make most jobs but a memory? If you are ready to join a leader consider a dynamic and progressive company in which the right individual can get what they want and a salary commensurate with sales commissions. Benefits, bonuses & overtime. If you are a SERVICE EXPERTISE, please submit your resume in total confidence or apply in person or call and ask for Matt Bergstrom at
BERGSTROM'S INC
30600 Schoolcraft Rd.
Livonia, MI 48150
313-522-1350

HVAC SERVICE TECHNICIANS & Installers Excellent wages & benefits. Livonia Office
313 522-3310

HVAC SERVICE TECH
HVAC SHEET METAL INSTALLER

Needed immediately! Established growing company located in western suburbs! Great exposure to several different aspects of the HVAC industry. Company vehicle provided. Excellent benefit package including 401(k) with match, profit sharing and educational opportunities. Applicant should have a minimum of five years commercial experience. Will train the right candidate with experience. Call Ray at A.J. Barbouse Son Plumbing & Heating Company (810) 471-2230

HVAC
Sure winner metal experience, truck & tools. Top pay. (313) 834-2730

HVAC TECH
Experienced only. SERVICE INSTALLATION & MAINTENANCE. Apply in person at Sun Heating & Cooling, 756 Industrial Court, Bloomfield Hills. MI 48302
(810) 335-4555

IDEAL FOR college student! Part-time warehouse helper needed. Working days, approximately 20-25 hours per week. Need a self motivated person willing to work. Newton Furniture, 900 Chicago Rd. Troy. Resumes with experience. If interested, call Sherri Robinson or Robert Corbett. (810)349-4600

IF YOU have COLLECTION experience and can work part time at a fast paced environment with Retail hours, call Mrs. Foster, Mon-Wed, 10-4, only. Call 313-873-5000
An Equal Opportunity Employer

IMMEDIATE OPENINGS
Now hiring for full time General Labor. Machine Operating. Assembly. Packaging. Potential Earn up to $7.80 per hr. Overtime after 8 hours. Full benefits. All shifts available
HUMAN RESOURCES
(810) 553-7710

IMMEDIATE OPENINGS
For retail department store. Full & part time positions in cashiering, stock & floor department personnel. Apply in person, Mon-Fri, between 10-5:30pm at 844 Merriman Road, Westland

Industrial Shop Help
Manufacturing company in need of aggressive, motivated individuals. Must. Multiple shifts. Saw Operators, Punch Press Operators, Welding, Receiving, & Lathe Operators. Must know basic math & be able to read a tape measure.
Call (313) 535-1786

MERRY MAIDS
Industrial • Will Train
20 Immediate Openings
All Shifts
• Must be able to lift 50-85lbs.
• Heavy Lifting • Truck Loading
• Steel Work • Recycling Plant
Benefits Available
(313) 458-1600

INFORMATION SYSTEMS
Growing I.S. department in downtown Detroit law firm seeks a qualified individual for Application Support in a LAN/WAN environment. Responsibilities include in-house employee training and troubleshooting, helpdesk support, Meridian SL-1 switch programming and telephone and voice mail training and support.

Qualified applicant will have 2-4 years of related experience in application support, WP 5.1, and Lotus 1-2-3. Experience with Novell, SoftSolutions, Windows 95, Elite and DTE also desirable. Some travel required. Competitive salary and benefit plans offered.

Interested applicants please send resume to Hugh Drutchas, Wagner & Kantor, P.C., Attn: Diane Marshall, One Woodward Ave., 10th Floor, Detroit, MI 48226

INSTALLERS & HELPERS needed for busy heating & cooling company. Full time, Immediate openings, excellent pay. 810 818-9600

INSTALLERS
National contractor looking for experience installers. Direct TV, & DSS satellite systems. Must have late model vehicle & tools. Call NaCom, Inc. 1-800-577-4120 ext. 130

INSTALLERS WANTED for natural gas installation company. Must be mechanically inclined & have a good knowledge of tools, will train the right person, all interested applicants please apply in person at 27488 Schoolcraft, Livonia 313-427-6860

Insulation Installer
Full time for new home construction. Must have own transportation, tools & truck. Call NaCom, Inc. Call 8-10am only. 810-498-0880

500 Help Wanted General

INSURANCE
Agency in Downtown Plymouth seeking experienced Property Casualty Personal Lines CSR. Highly motivated individual with pleasant phone personality. Non-smoker. Fax resume to: (810) 849-6610. Call 9-3pm (810) 848-6657. Everything. 810-681-0251

INSURANCE
Commercial and Personal
Customer Service Rep.
Producers/Sales
Many Openings
Experienced Only
Free Company Paid
Ann Bell Personnel
24044 Bingham Farms Dr.
Bingham Farms, MI 48025-4348
(810)540-3355 Fax 540-8165

INSURANCE - Oakland County Property Casualty Agency needs experienced CSR, part time
Call (810) 540-4410

Insurance
PERSONAL LINES CSR
Farmington Hills Agency
Opportunity for advancement. Send resume to CIA, 32255 Northwestern Highway Ste 206, Farmington Hills, MI 48334

INSURANCE PERSONAL LINE CSR
Strong sales skills. Part time 3-8 Monday. Farmington Hills Contact Lori 810 851-7795

INSURANCE
Physician agency needs honest & dependable person. Licensed & experience preferred, will train right person. Call (313) 451-0200

Insurance
WORKERS COMPENSATION
Insurance related. Livonia office seeks workers compensation claims processor. Technical position. Position requires medical knowledge and analytical capabilities. Ideal candidate for position will have Word, Windows, Lotus, Powerpoint, Wall Train. Typing and spreadsheet experience helpful. Competitive benefit package offered including 401K & ESOP plans. Send resume, cover letter & salary requirements to:
HILASU RIMS, P.O. Box 1
Chelsea, MI 48005

INTERNATIONAL MARKET
Hiring for the following positions:
• Deli
• Meat Cutters
• Cashiers
• Head Cashiers
• Stock persons
Motivated individuals needed. Top pay. Full part time positions available. Apply in person: Mon-Fri, 9-5, Wednesday 9-7, 2245 Woodward Ave., in Berkley.

INVENTORY COORDINATOR
National Service company seeks career-minded individual for department of inventory control program. This position is available in Farmington. Candidates must be organized, detail oriented and have computer experience. Duties will include data entry, expediting, shipping and receiving and customer service. Benefits package 401K and salary to $25,000 depending on experience. Fax resume to:
Bob #2645
Observer & Eccentric Newspapers
36251 Schoolcraft Rd
Livonia, MI 48150

INVESTMENT BANKING ASSISTANT
for prominent Southfield research and investment banking firm. Excellent oral communication skills required. Strong sales potential - relaxing. Experience preferred in assist. investments of a financial, automotive, executive consultant. Please fax resume to 203 227 8276

JANITORIAL
Building maintenance firm looking for experienced Tile Floor and Carpet Cleaning Personnel to work full time, and Night Crew to work Part Time. Janitorial positions 20-35hrs. week in the Western Canton & Novi areas. Above industry pay, health, life paid vacation. Mandatory drug testing. (313) 453-2133

JANITORIAL - Cleaning offices evenings & weekends. Up to $6.75/hour to start. Plymouth and Farmington Hills areas (810) 449-7600

JANITORIAL HELP
Southfield Contractor has immediate opening for part time cleaners. Hours are Mon-Fri evenings. Good income. (313) 487-1960

JANITORIAL
Mon-Fri Mornings
Ann Arbor Trail area
6700 Rochester Rd., Troy

JANITORIAL
Part time evenings Livonia & Redford Must be dependable with transportation. Paid holidays. 313-937-4400

JANITORIAL Positions
Part-time, midnight Sensitive Groups. Must be neat & dependable
Farmington Hills area. Call for more information apply (810) 471-1110

JANITORIAL WORKERS needed. Part-time days and evenings available. (313)427-0024

JANITOR/JANITRESS
Part time Supervisor and Cleaners needed in Garden City & Redford areas
313 262 9117

JANITOR / SWEEPER - Full time with benefits. Night shift. Apply in person only. Mon-Fri, 9am-2pm at Livonia Mall Management Office, Entrance D

JEWELER WANTED
Person needed for fine jewelry AGS store. Part time Starting in repairs, also work would be helpful. Ask for Grace entry level position. Ask for Stan ORIN JEWELERS 313-422-7030

JOB COACH/ Direct Care
motivated hardworking people to teach adults with disabilities in community activities. Flexible schedule. Rewarding employment. Part or full-time. Competitive wages MORC/OCSD Call Sandy at Call Mon-Fri, 9 30am-3 30pm
(810)668-8114

Journey-Master Plumber
Experience in bid, residential & commercial repair & pipe work. Good opportunity. Call for details
(810) 477-2005

LABORER - experienced mason tender. Pay negotiable. Must have own transportation. Call Bob from Eagle Masonry 313-536-2866

LABORER/
HANDYMAN
Immediate Opening
Custom home builders,
Farmington area 810-477-0180

LABORER
Looking for an individual to perform entry level maintenance operations in a manufacturing facility. Advancement possible. Flexible detail, overtime, bonus. 313 459-4444

LABORER / PAINTER
For Structural Steel Fab Shop
In Livonia Dept. Top pay, work outside. (810) 588-3600

LABORERS
for landscape & turf maintenance company. Please call:
(810) 666-1360

LABORERS
LANDSCAPE INSTALLATION
LAWN MAINTENANCE
SPRAY TECHS
GOLF COURSE

Davey Tree's newest Commercial Private Sector Management division is looking for crew leaders (with CDL) and laborers with commercial or grounds experience and experience. Training provided for eager applicants willing to learn. Send your resume, letter of interest or call for an interview:
Congress, Pontiac, MI 48341
810-332-6690
NEAR SILVERDOME EOE

LABORERS WANTED
In our Tulip Improvement Industry. Ask for Jim (810) 918-0400

LABORERS WITH CDL Immediate positions available. Apply in person at Tri Comscene, 47084 Cell Park, Rd., Milford, MI 48381. An E.O.E.

FULL & part time experienced Landscape, Lawn Maintenance & Irrigation help. Crew Leader positions open. Southfield area 810-354-2212

500 Help Wanted General

LABORER
The Charter Township of Canton is accepting applications for the position of full time Laborer. Applicant must provide a copy of Learners Permit for a Commercial Drivers License (CDL) Group D Endorsement N (including air brakes), from the State of Michigan at the time of application. Must successfully pass written, road and hazmat exams, within 90 days after employment. Excellent driving record, with no more than 2 points in the last driving record. Applicants may be required to apply for hazmat driving record, at own expense, through the Secretary of State Plate Plant. $10.85 hr plus excellent benefits package. Applicants must be picked up at the Canton Township Personnel Division, 1150 S. Canton Center Rd. Canton, MI 48188 or make a request in writing indicating position, along with a self-addressed stamped envelope, and hope to above for applications form. Job description will be posted at the Township Administration Building. Applicant MUST attach a copy of their CDL Group D Endorsement N with their application. Return completed job applications form in its entirety by 4pm on May 10, 1996. The Charter Township of Canton does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provision of services. An Equal Opportunity Employer

LAMINATE - office furniture installer & laminate manufacturer. Full time position. Laminate/woodworking experience required. Apply in person: Hoop Industries, 31 Industrial Rd., Livonia (Middlebelt & 7 Mile area)

LANDSCAPE CONSTRUCTION
crew members wanted, full or part time. Oakland County. $6.00 to $7.00 starting pay 810 851-5368

LANDSCAPE CONSTRUCTION SUPERVISOR
Must be qualified. Excellent wages with benefits available. Canton area
313-455-3260

LANDSCAPE CONTRUCTION SUPERVISOR fering experienced, motivated individuals. Excellent wages with benefits available. Canton (313) 455 3260

LANDSCAPE HELP
Landscape Contractor, full time maintenance. Yr round work. Good wages. Call Joseph 313 326-6400

LANDSCAPE LABORERS, 18 & over. Apply in person Eaton Nursery, 32312 W Maple, W Bloomfield (810) 851 5440

LANDSCAPE LABORERS
For Construction/Installation for Award Winning Landscape Design/Build firm. No clean cutters needed. Must have 2 years of landscape installation experienced. Pay commensurate with ability. Drug/alcohol screen required. Own transportation
Non smoker preferred. Pickup truck cases otherwise EOE
CALL (313) 537 6330

Landscape Nursery

JOBS AVAILABLE

Sherman Nurseries, Inc. has positions available in our new wholesale yard in Plymouth. Call (next to Pontiac Silverdome)

Duties include: Loading/unloading plants, material handling, customer service, pick and suppose, and plant maintenance

Landscape or equipment operating experience is helpful, but will train enthusiastic beginners

Apply in person
between 8am-11am at
Sherman Nurseries Inc.
900 Featherstone Road
Pontiac, MI 48342

LANDSCAPING/FLOWER PLANTING
Great for college students! Full time Begin May 14, approx. 6 wks. 810-960-1941

LANDSCAPING & LAWN Maintenance/Installation. Experience for landscape construction, lawn maintenance, & tree care. Apply in person: Green Hwy, P.O. Box 697, Southfield, MI. 48034-1004

LOOKING FOR full time hard working landscape people. CDL helpful (810)380-3270

LOOKING FOR fun fast paced job in good area? Elements Restaurant is looking for energetic people. Full or part time. Good wages, benefits & flexible hours (810) 360-3940

LOVE DESIGNER FASHIONS?
Consignment clothiers seeks friendly, customer-oriented individuals for taking in designer fashions & accessories. Flexible part time hours, fun atmosphere, flexible scheduling, competitive wages. Contact Sue or Sherry
Northville 348-4099

LOVERS LANE
Hiring fun & energetic, part-time (20-30 hrs. per week) Sales Associate. Apply at 2020 N. Wayne Rd. at Ford Rd. or 28111 Novi Rd. at Grand River

LUMBER/MILLWORK
Experienced only. Full time. Retirees welcome. Apply at 8332 Middlebelt, Garden City.

MACHINE OPERATORS Entry Level positions available. Starting at $6.50 per hour. Benefits & overtime. Night shift available. Ann Arbor Township
(810)484-0555

MACHINE OPERATOR
1-2 years experience. Read prints and use gages. CNC experience a plus. Reason to W.T. & S. 10 Mile, 12317 Woodstone, Redford, 48239

MACHINE OPERATORS
Warren manufacturing company is looking for second shift operators. Full time position with benefits. Apply at 28175 Ryan Rd. Warren, MI. Please send resume & salary requirements to Hydro Flow Products, 6400 E. 11 Mile, Warren, MI 48091

MACHINE OPERATOR
1st & 2nd Shifts. Some experience helpful. $4.50 start. Shift premium, overtime. 401(k) plan. Apply at MFL Engineering, 41180 Joy Rd., Plymouth 313-459-1270

MACHINE REPAIR AND MAINTENANCE PERSON for small stamping shop. Routine maintenance and repair of machine tools and equipment. Medical benefits & profit sharing. Non smoking environment. Apply between 8:30-3:30pm Mon-Fri, Franklin Fastener, 12701 Sarah Drive, Redford

MACHINE TOOL
Panel builder/wiring person. Min. 3 to 5 yrs experience. Must be able to read prints. Call (810) 758-0101

MACHINIST/DIE REPAIR
Some experience necessary. Entry level position. 2nd shift, starting at $6.00 plus per week + benefits. Midland Tool, Livonia. (810) 420-0400

MACHINIST-EXPERIENCED
Minimum 5 years experience CNC/Manual Machinist. Must control experience. Able to do new setups & troubleshooting. Day & afternoon shifts. Competitive wages with full benefits package. Call U.S. Industrial Tool, 13101 Cleat, Plymouth or fax: 313-455-3388

CNC MACHINE TOOLS
Industry leader is looking to hire people to join our team in the following positions:

CNC SALES ENGINEERS
CNC SERVICE ENGINEERS
CNC APPLICATIONS ENGINEERS

Send resume or call:
YAMAZEN INC.
25180 Dequindre Road
Madison Heights, MI 48071
Attn: Wendy Chunn
810-541-9860 FAX: 810-541-9864

MACHINIST
Tool company seeking individual with basic machine shop knowledge. Experience with lathe, mill, drill press helpful. Full-time position with benefits. Day & afternoon positions available. Apply at U.S. Industrial Tool, 13101 Cleat, Plymouth.

MAIL BOXES ETC. Come join our team. Customer service, full or part-time.
Now - (810)347-2860

MAIL CLERKS
Large company in Plymouth has several openings on a swing shift. Must be very reliable. Call 313-845-6000

500 Help Wanted General

LEASING CONSULTANT
Seeking professional, energetic and enthusiastic person for Northwest apartment community. Must be goal oriented, motivated and have strong communication skills. Experience preferred. Send resume or FAX resume:
The Hayman Company
P.O. Box 7777, Troy, MI 48007
810-879-2430

LEASING CONSULTANT - are you outgoing & enthusiastic? Do you need a change? If so, we have loads of energy & enjoy working with people we think you'd like for you. Make the most of your skills with a prestigious national real estate company in Farmington Hills area. Our compensation is one of the best in the industry. Send resume to Box #2471 Observer & Eccentric Newspapers 36251 Schoolcraft Rd. Livonia, MI 48150

LEASING/
MARKETING
CONSULTANT
Fast growing property management firm seeking dynamic person with sales or marketing background to lease apartments for 500 unit community in Southfield. Salary $25,000 + bonuses. Excellent benefits. Great potential.
810-651-1880

LEASING PERSONNEL - needed to join our team at Westgate Apartments. Great opportunity for enthusiastic individuals. No experience necessary. Call 810-471-3623

LIBRARIAN I - SUPPORT SERVICES
CITY OF SOUTHFIELD
Civilian position involves maintenance control of the bibliographic data base, provides direction for interns, support staff and volunteers, and provides public service at reference desk and related tasks. Requires a Master's degree in Library Science from an ALA accredited university, 2 courses/work experience in cataloging and subject heading assignment, $29,222, plus a comprehensive benefit package. Submit application no later than 5:00 P.M., Friday, May 24, 1996 to:
CITY OF SOUTHFIELD
PERSONNEL DEPARTMENT
26000 Evergreen Road
Southfield, MI 48076
(810) 354-4721
DRUG FREE WORKPLACE

LIFEGUARDS
Large apartment community in Southfield seeks certified lifeguards to manage olympic-size swimming pool facility. Memorial Day Weekend. Please apply in person at Franklin Place Apartments, 27204 Franklin Rd., Southfield 48034. Pre-employment & drug screening required

LIFEGUARDS
Weekends only
Summer Impressions Day Camp W
Bloomfield
(810) 661-3630

LIFEGUARDS/SWIM INSTRUCTORS
Jewish Community Center in Bloomfield. Must have current credentials, effective teaching skills. (810) 557-0810

LIFEGUARD/SWIM INSTRUCTOR
for outdoor subdivision pool in Farmington Hills. From Memorial Day to Labor Day. (810) 442-8631

LIGHT ASSEMBLY for window blind company. Livonia area. Part-time, will train. $6/hr. 313-421-1800

LIGHT MANUFACTURING
Looking for a person to perform secondary operations on a lathe. Pay commensurate with experience. 313 532-6688

LIMO DRIVERS wanted immediately full or part time. Must have valid MI license. Must be 23 or older. (313) 295-4732

LOAN PROCESSOR
Mortgage Broker in Southfield area looking for experienced conforming & non-conforming loan processor. Please send resume to Human Resources, 29777 Northwestern Hwy, P.O. Box 697, Southfield, MI. 48034-1004

LOOKING FOR full time hard working landscape people. CDL helpful (810)380-3270

LOOKING FOR fun fast paced job in good area? Elements Restaurant is looking for energetic people. Full or part time. Good wages, benefits & flexible hours (810) 360-3940

MAINTENANCE
Apartment in Plymouth. Electrical & general maintenance for 500 unit apartment complex. Own tools & valid Michigan driver's license required. Apply at
MAINTENANCE - Experienced person for Ann Arbor apt. complex. Knowledgeable in heating, plumbing, appliance etc. Live on-site. Own tools, own tools. Send resume to P.O. Box 7413, Ann Arbor, MI. 48107.
MAINTENANCE - for apt. complex in Farmington Hills. Experienced only. HVAC & Electrical. Top wages paid. Raise after 90 days.
Contact Jon 810-476-5200
MAINTENANCE - for apt community in Farmington Hills area. Must be Retirees welcome. Must have own tools, be mechanically inclined and dependable. Call 9am-3pm.
Mon-Fri 810-477-2200
MAINTENANCE FOR two condo, full time, ground work 8-3 yrs exp. carpentry experience a plus! Call Mon-Fri only (810) 349-9077

MAINTENANCE
Large Duplex Rental Community in Westland. Searching for experience maintenance person. Successful candidate(s) should possess strong skills in carpentry, electric, plumbing, ceramic tile repair and painting. Must be self motivated. Apply Major Medical Benefits in addition to salary and quotes. If you are hard working, hard learning and get along with people, apply in person at:
OAK VILLAGE L.C.
2758 Ackley Westland MI 48185
721-8111

MAINTENANCE
Mature, responsible person to perform repairs and maintenance in large suburban apt community. This is not a live-in position. Candidate should be experienced in painting, plastering, air conditioning and electrical. Salaried position. Company paid insurance and other benefits. Call 9-11am:
(810) 352-3800

MAINTENANCE PERSON - experienced, needed full time for large apartment complex in Farmington Hills. Call Mon. - Fri., 9am-5pm. (810) 478-1747

MAINTENANCE PERSON full time for mid-size N. Oakland apt. complex. Knowledge of electrical helpful. Apply in person Mon.-Fri., 10-6pm, 850 E. Walton Blvd., Pontiac. (810)373-8110

MAINTENANCE PERSON wanted full time for large apartment community. For more information please call Robin, 810-624-6838

MAINTENANCE PERSON
For senior citizen high-rise in Plymouth. Excellent opportunity for person seeking retirement. Send resume or salary requirements to: Box #2528 Observer & Eccentric Newspapers 36251 Schoolcraft Rd. Livonia, MI 48150

MAINTENANCE PERSON
needed for Birmingham hi-rise. Must have experience and references, excellent salary & benefits package. Call Libby Gerard at 313-642-3150

MAINTENANCE PERSON, General maintenance experience with proven track record & positive attitude are a must. Apply in person at Kensington Village & ask for Jim.

MAINTENANCE
Observer & Eccentric Newspapers
36251 Schoolcraft Rd.
Livonia, MI 48150

MAINTENANCE PERSON - Full time for Southfield apartment complex. Experienced in electrical, plumbing, heating & cooling. Benefits. Call Mon.-Fri., 9am-5pm, 810-352-6200
An Equal Opportunity Employer

MAINTENANCE PERSON
for 20 office buildings in Farmington Hills & Bloomfield Hills. Light electrical, plumbing & carpentry. Top pay to start.

500 Help Wanted General

MAINTENANCE/POOL ATTENDANTS - experienced, full time for Livonia apt. community.
313-427-6870

MAINTENANCE POSITION
Available for a Southfield apartment community. Must be experienced. Must have own tools & have knowledge of electrical, plumbing, HVAC & apartment prepping. Call: 810-355-0700 Apply at:
Park Lane Apts.

MAINTENANCE
POSITION
Apt. complex in Westland area is seeking full time, experienced Maintenance Person to perform all types of Apt. maintenance. Must have own hand tools & must be bondable. Salary plus benefit after 6 mos. introductory period. Send resume to W.H. Investment, Inc., 5582 Drake Rd., W. Bloomfield, MI. 48322-1259
Equal Opportunity Employer

MAINTENANCE POSITION
for large Southfield apartment community. Full time with benefits. Some knowledge of boilers, carpentry helpful. Must have own transportation & tools. Call for appointment
810-356-3650

MAINTENANCE SERVICE MANAGER
National Apartment Company is seeking a Maintenance Service Manager for a Southfield Apartment community. For more information please call
(313) 981-3888

MAINTENANCE
Small company seeks maintenance person for leader position with good mechanical skills & light carpentry experience. Electrical background a plus. Day shift with overtime benefits. Hourly rate based on experience. Fax resume to: 313-453-0622 or Fax resume to: 313-455 6125

MAINTENANCE SUPERVISOR
Experienced supervisor needed. Must have apartment community. Candidate must have basic knowledge of HVAC, electrical, carpentry & plumbing. Apply at:
Park Lane Apts.
810 478 0332 or
810 478 0333

MAINTENANCE/SUPER
2-3 yrs experience. Self starter with knowledge of HVAC, plumbing, electrical, pool, metal, electrical, carpentry & painting. Farmington Hills apt complex. Call 810 478 0332 or 810 478 0333 Apply at: Park Lane

MAINTENANCE SUPERINTENDENT for N.W. suburban condos. Strong carpentry & people skills. Full time with benefits. Write to Box #2635 Observer & Eccentric Newspapers 36251 Schoolcraft Rd. Livonia, MI 48150

MAINTENANCE WORKERS
City of Southfield Highways and Water Departments. Seasonal positions to begin June 1st. Must have good mechanical aptitude. Call 810 354 3167 (Hearing Impaired) 810 354 4831 EOE/M/F/H/V. Drug free workplace.

MAINTENANCE WORKER
Charter Township of Plymouth

The Charter Township of Plymouth is currently accepting applications for full time position of Maintenance Worker in the Department of Public Works.

REQUIREMENTS: Must have high school diploma or equivalent. Previous related experience. Valid State of Michigan driver's license and Learner's Permit Commercial Drivers License (CDL) Group D Endorsement N at time of application. Applicant must successfully pass the CDL Group D Endorsement N within 60 days of employment at township's expense. Must be able to lift heavy weights pounds and work in confined spaces. Must have mechanical and construction aptitude.

Applications and job specifications are available Monday through Friday from 8 a.m. - 4:30 p.m. at Township Clerk's Office, 42350 Ann Arbor Rd., Plymouth, MI 48170. Deadline for applications is 4:00 P.M., Friday, May 24, 1996. NO PHONE CALLS.

Management
OPERATIONS
MANAGER
Photo Mini-Lab
Service

Qualex, a subsidiary of Rite Aid Corporation, is seeking a Photo Mini-Lab Manager for a dynamic individual to manage our Micro-Photoprocessing business in Michigan. Major responsibilities include maintaining effective customer relationships, ensuring customer satisfaction; management of field service representatives, ensuring cost effective equipment installation, prompt service support and equipment maintenance.

Successful candidate should possess management experience with remote field or multiple location operations environment.

Excellent communication and problem solving skills required.

As a part of the largest Photo-Finishing organization in the world offers successful candidate will be a part of state-of-the-art advances in photography and photo processing. Qualex offers a unique work environment, competitive salary, and a generous benefit package. Send resume with salary requirements to:

QUALEX, Inc.
•3045 W. Nine Mile Rd.
Northville, MI 48167
EOE

MANAGEMENT TRAINEE
To $40,000. Great Benefits
Start as Account Executive in branch of Major Leading Institution
COLLEGE & SALES experience.
EMPLOYMENT CENTER AGENCY
810) 569-1630

BUSINESS MANAGER
Non-profit organization in search of outgoing, professional Business Manager. Send resume to: Hiring Committee, 695 N. Maple, Ann Arbor, MI 48103

MANAGER
BE YOUR OWN BOSS
Jr. Market Manager position is seeking individuals interested in Agency Ownership opportunities. Unlimited income potential. Maintain current employment while learning. Requires minimum 4 years college degree or 3-5 yrs. management experience. Excellent credit. No prior insurance sales exp. Call Jeff at. 810-558-1050

MANAGER OF
OPERATIONS AND
ADMINISTRATION
Large national commercial real estate management firm seeks an experienced professional business manager to oversee the daily operations in our Southfield, Michigan office. Candidates should have a Bachelors degree in Business Management or equivalent and should have proven successful background in management of office, retail or support staff, and providing management support for over 30 professionals. Specific experience and background in Accounting and Financial Reporting, Support Staff Management, Computer Systems Knowledge, Facilities Management, and Sales Forecasting and Reporting. Proficiency in MS-Excel and other MS-Word preferred. We are a company that believes dedication, hard work and challenging scenarios to job satisfaction. Simply put, our employees have a personal commitment to provide a quality service.
Send resume, cover letter, and salary history to: Box #2814
Observer & Eccentric Newspapers
36251 Schoolcraft Rd.
Livonia, MI 48150

Marketing
ATTITUDE
Progressive health co. seeking individuals with great motivation to teach healthy lifestyles to our members. Call: 810-585-3365

500 Help Wanted General

MANAGER OF
OPERATIONS
Professional with excellent communication, 3-5 years management experience. Prefer lock box or payment process area. Competitive salary, excellent benefit package. FAX resume to: 313-953-6068 or mail
ATTN: Carol Ann Bennett
17199 N. Laurel Park Drive
Suite 224
Livonia, MI. 48152
An Equal Opportunity Employer

MANUFACTURING SUPERVISOR
Must be familiar with machining & assembly processes in a production environment, with good organizational skills & the ability to work as a team member. Minimum five years experience preferred. Send resume to Apply in person to:
Double H. Manufacturing, Inc.
8171 Commerce
Westland, MI 48185
313-729-5450

MANUFACTURING SYSTEMS
TECHNICAL ANALYST
Ideal candidate requires knowledge of, or hands on experience in these areas - will train suitable candidate.
• Mechanical, fluids and electrical systems
• Blueprints & schematics (read AND understand systems diagrams)
• Lubrication systems
Responsibilities include documentation using schematics and on site inspection
Salary DOE with benefits.
Please no calls. Mail/fax resume
St. Claire, Inc.
37445 Hale Drive
Farmington Hills,
MI 48331-3472
(810) 553-3100
(810) 553-3102
Attn: Manufacturing
Service Manager

MANUFACTURING
Technicians needed to operate troubleshoot & repair high speed automated plastic injection/blowmolding systems. Requirements include
• Associate Degree (Electronic, Mechanical or Industrial)
• Self-Starter
• Team Oriented
We offer:
• Training
• Full Benefit Package
• 401 (k)
• Excitement & Challenge
• Growth Industry
Send resume to
PLASTICS,
P. O. Box 5615
Westland, MI 48185

• MARKETING COORDINATOR •
Non-profit agency seeks results-oriented individual to assist in expanding two small handicapper businesses in Oakland & Macomb counties. Telemarketing & presentations plus a small staff. Salary/commission. Fax resume to (810) 583 9831 or call 810-585-2434

MARKETING COORDINATOR
Ghafari Associates, Inc. is seeking a Marketing Coordinator with experience in preparing presentations, coordination with outside vendors including photographers, printers, graphic artists, and advertising agencies. Will assist in preparation for qualifications, photo shoot and other marketing documents. Must have excellent writing skills and knowledge of Powerpoint, Excel, Microsoft Word.

Please fax resumes and salary requests to:
Ghafari Associates, Inc.
Attn: Holly MacQueen
Employment Coordinator
313-436-8624
17199 N. Laurel Park Drive
Dearborn, MI. 48128

MARKETING/SALES
ASSISTANT
Must have excellent telephone and written skills. No experience necessary. Starting at $7/hr. plus benefits and bonuses. Send resume to:
Personnel Dept
1700 W. Maple Rd.
Rochester Hills, MI. 48309
FAX: 810-852-9152

MARKET RESEARCH - mail interviewer. Wonderland Mall, full or part time. Late closing to people, this is for people that train. Days, evenings, & weekends. 313-427-5360

MATERIAL HANDLER