

Wanted- Clerical	100
---------------------	-----

ARY-TROY
 Secretary new firm
 men 65 uprn.
 in Woodfield.
 me with experi-
 ed. Please send
 n & Kohn, 3000
 450, Southfield.

RETARY
 experience. Must
 WordPerfect.
 able, but not
 ed. please mail
 N W Beaver
 oy, MI 48064

RETARY
 are For You!
 agation skills.
 perfect & I'm re-
 your! See your
 ate with experi-
 Personal Dept.
 e, Chicago, Ill.

SECRETARY
Full time experience
with WordPerfect
insurance
Personal Days
Salary history to
resistor
Ref. (Sta. 500
subject)
By Employer
NY, TO \$38,000
experience. Good
Well known firm
Cal. Donor
MAY, \$30,000
on experience.
e. 35 hour week
total. 401K, profit
Call. 401K
SECRETARY
to Real Estate
experience in a
Suburban law
Call April
FAX resume:
Personal Services
Y with minimum
experience

SECRETARY
Wald Hills Medical
Liability defense
insured and able to
in an extremely
office. Send
phone, 3583 Tele-
Bloomfield Hills,
we calls please.

810-330-9777
 MAY 124004
 with suburban
 Good typing
 hearing Lots of
 810-772-8780
 and Services

RECEPTIONIST
 and. Must have
 computer knowl-
 edge multiple tasks.
 Attn. Denise.

ROOM CLEAN-
 er office. Duties
 deliveries, gen-
 eral housework
 phone responses
 Messenger
 Full time posi-
 tion 44. and

187
40037-0197
367-7406

SERVICES to
looking for
ed.

ADMINISTRATIVE
ASSISTANTS
CHETARDS

in Ann Arbor &
from \$7-\$12 per
minute.

consultant

rel
SERVICES
1-3351

STRATOR - for
s, Inc. Answer
pyrol & personnel
& production
rating files, gen-
erators on PC.

knowledge, pre-
school diploma,
trial office experi-
ence, excellent
send resume to:
Westland, MI
EOE

ASSISTANT
management firm to
rout office asst.
substantiated appt.
titles to include
phone and people
in position. For
non-Fin. Perm-4pm.
EOE M/F/V.

office responsible
scheduling appts.
must be computer
flexible. Medical
Verifiable exper-
\$7-88.50/w.
880-6743

ASSISTANT/
R SERVICE
Weeks full/part time

with an excellent
excellent excellent
phone skills with
me Saturday's &
benefits including
A cordial environ-
ment company. In
rs. Call or send
requirements to:
ing Photography
Magazine
101 60004
101 60004

CLERICAL /
STENOGRAPHER
Must be reliable,
own strong phone
typing experience
in person.
Corporation
requiring
\$14,400
Clerk /

over 8 Crooks. One
ing revenue recover
lanced office clerk
over experience
and perfect help
lived, energetic
professional. Dan
Cunningham, 385
Avenue, 800 West
ly, MI 48064-1894
estate.

Customer Service & Sales - Experienced
Pr. Serv. Rep. -
Orchard, Highlands

HELP
Early morning part-
time work. Good phone skills
required. Regular work. 35 hrs.
per week. Home-
(810) 624-7414.

MANAGER
United Methodist
is qualified partners
of Catholic, Lutheran, etc.

Orders available at
 (713) 631-2270