# EMPLOYMENT

## 500 Help Wanted General

HUMAN RESOURCES
Customer Service Rep needed for expanding, rapidly expanding, national temporary help service in Wayne. Varied job duties including phones, computer, interviewing & assigning. Must love to work with people. College experience a plus. Mail your resume & salary requirements to:
Chumming Enterprises, Inc.
3927 Fourth Street
Wayne, MI 48184

HVAC INSTALLER & SERVICE TECHNICIAN
A leader in the HVAC & plumbing industry for over 40 years is seeking qualified HVAC installers & service technicians with 3-5 years experience. MALE or FEMALE. Excellent career opportunity. Salary based on experience. Good benefits 401(k). Apply in person or call Steve B. at:
BERGSTROM'S, INC.
30633 Schoolcraft Rd.
Livonia, MI. 48150
313-522-1350

HVAC
SEEKING experienced person in the service department. Duties include operation and maintenance. Believe area computer office locally. Immediate opening. Send resume to: The Gatsbrush, Office Manager, P.O. Box 115, Belleville, MI 48112.
Or FAX: (313) 957-2054

HVAC SERVICE & INSTALLERS
Residential/light commercial forced air heating and air conditioning service personnel and installers. Excellent employment. Immediate opening. Paid vacation, Holidays and Health Insurance. Call: 313-422-3539

HVAC
SERVICE TECHNICIAN
5 years minimum experience for residential & light commercial. Excellent pay & benefits package.
(313) 722-2253

HVAC
Sheet Metal Installers and Helpers. Full time, full benefits.
810-548-4600

IMMEDIATELY POSITION available tap or ballet teacher. Send resume to: Dance Center, P.O. Box 136, Bloomfield Hills, MI 48302

INFORMATION SYSTEMS PROFESSIONALS
TWS SYSTEMS, INC., a leader in the financial software industry, is currently looking for qualified candidates to fill two positions. These exciting opportunities are open immediately and available in our Livonia office.

Oracle Database Administrator
Responsibilities include database installation, monitoring, tuning and troubleshooting for Windows NT and Novell, must have the ability to troubleshoot SQL net connectivity issues using DOS, some Windows programming experience a plus. The successful candidate will be expected to administrate the following data bases in the future: Microsoft Access, Microsoft SQL Server and Sybase.

C++ Programmer
Experienced programmer needed for Windows 32-bit application development. Must have strong knowledge of Microsoft Visual C++ v4.x, MFC, Win32Sec and multithreaded, windows NT and Windows 95. The successful candidate will be a self-starter, detail oriented, strategic thinker and work successfully as a team member.
TWS is a progressive, employee-oriented company offering premium benefits, including 401k. Salary will be paid commensurate with the candidate's background, skills, and abilities. If you like working in a fast-paced, high-tech, and team-oriented environment, send your resume and salary requirements to: (no telephone calls please)
TWS SYSTEMS, INC.
Personnel Department
29535 Five Mile Road
Suite 100
Livonia, MI 48154

INSIDE SALES ESTIMATOR
For Conveyor Chain Manufacturer. Manufacturing experience a must. Computer literate. Excellent benefits package, 401K plan, pension and air conditioned facility. Apply in person at: 12850 Inkster Rd., Redford between 8am-4:30pm

Equal Opportunity Employer
M/F/V/D

MACHINIST/TOOL MAKER/DIE REPAIR
For a metal stamping plant. Must have experience in repair of small dies & make tool details. Must be able to work any shift. Medical benefits & profit sharing. Non smoking environment. Apply 8:30-3:30pm. Franklin Fastener, 12701 Beech Daly, Redford

MAINTENANCE
IMMEDIATE openings. Up to $8/hr. We offer benefits which include 2 wks paid vacation, health & life insurance. Apply at McDonalds, 21050 Haggerty Rd. Now (810) 349-0060

MAINTENANCE
Large residential community in Westland. Immediate openings for experienced, full and part time positions. Successful candidates must have a working knowledge of electrical, plumbing and carpentry. Experience with ceramic tile and heating a big plus. We offer dental, life and medical insurance. Onsite positions include a duplex home. If you are hard working and get along and with people, apply in person or call us at:
OAK VILLAGE L.C.
2156 Academy
Westland, MI 48186
(313) 721-8111

MAINTENANCE PEOPLE
Management company looking for part-time and full-time maintenance people for several locations. Experience a must! Salary and benefits. Mail resume to: Ivanhoe Mgt., 7010 Orchard Lake Rd., Suite 110, West Bloomfield, MI 48322

MAINTENANCE PERSONNEL
Needed at Farmington Hills apt community. Call 810-471-3625

MAINTENANCE PERSON/Janitor. Seeking a person for part time employment at Hope United Methodist Church in Southfield. Contact Bruce Burwell, 810-356-1020

MAINTENANCE PERSON
National company seeking maintenance person for office/industrial retail properties. Experience required. Must have a vehicle. Send resume to: Axiom, 2000 Town Center, Dr. 500, Southfield, MI 48075

MAINTENANCE PERSON needed for 4 hours/day, 3 days/week. Work in Livonia/Schoolcraft area. Experience preferred.
810 774-1910

MAINTENANCE/PORTER wanted - Full Time, 9PM-5:30AM shift. Benefits included. Apply in person at Commuter Transportation, 27880 Northline Rd between Inkster & Middlebelt, Romulus MI

MAINTENANCE
For large Farmington Hills apartment community.
Apply in person:
MULBERWOOD
Management Office
35005 Mulberwood Dr.
Farmington Hills, MI
N.W. corner of
Grand River & Drake

## 500 Help Wanted General

JANITOR/SWEEPER
Full time with benefits. Afternoon shift. Apply in person only. Mon.-Fri., 8am-2pm. at the Livonia Mall Management office, Entrance O.

JOURNALISM RELATED background preferred to assist with a native American organization to create and publish a bi-national newsletter. Send replies to PO Box 1011, Wayne, MI 48184 Or FAX (810) 231-7380

KITCHEN DESIGNERS & Assistants wanted for high-end Birmingham Showroom (810) 540-0450

LABORERS
Walled Lake based Concrete Foundation Company. Some positions open now, others filled in Spring. General labor work. Must have reliable transportation. Experience helpful.
Call (810) 669-6640

LATHE OPERATOR
Set up and operate Cincinnati Milacron large engine lathes. Must be able to chase threads and hand machine coverage. Day shift. Excellent pay, benefits and retirement package. No phone calls. Indicate position and send resume only to: Voest-Alpine, 28975 Smith Rd., Romulus, MI 48174 Attn: R.A.

LOAN COLLECTION MANAGER
Oakland County 55 million Credit Union seeks strong individual. 3 to 5 years previous management experience in lending collections. Send current resume including salary requirements. LOC, 24901 Union, Attn: VP, 22961 Farmington Rd., Farmington, MI 48336

MACHINE
MAINTENANCE
We are a progressive manufacturing company looking for quality people to operate automatic plastic container equipment with preventative maintenance responsibilities. If this is you like:
• To learn in manufacturing setting
• A clean & safe environment
• Advancement opportunities
• Great benefits
• Excellent benefits & wages
• EOE
Apply today for a career opportunity with a growth-oriented company. 1351 Hix (1 mile S of Ford), Westland, MI 48185.

MACHINE OPERATORS
Livonia company has openings for machine operators on the 3rd shift 11pm-7:30am. $6/hr plus shift premium to start, benefits after 6 months. Must be dependable & have reliable transportation.
Apply at:
ALLMAND ASSOCIATES, INC
12001 Levan Rd
Livonia, MI 48150

MACHINE REPAIR/
MAINTENANCE PERSON
Capable of repairing and maintaining tool rooms machines (large boring mills, lathes, etc.) Must have at least 5 years experience. Day shift. Excellent pay, benefits and retirement package. No phone calls. Indicate position and send resume to: Voest-Alpine, 28975 Smith Rd., Romulus, MI 48174. Attn: R.A.

MACHINE SHOP
Full time, benefits available in the Milford/Wixom area. Day shift, some overtime, machine operators. Some openings for the mature or retired person, recent experience helpful, will train. Some part time openings available for students. Paid vacations, holidays & health insurance. 401k.
Call Mon. Tues. 9-3
810-478-1743 ext 225

MACHINIST
ALL around Machinist for Lathes and Mills. Full benefits, 401K. To $18-94 per hour. Call or in person: PSI Total Services Inc., 11625 Mayfield, Livonia, MI 48150 N. of Plymouth Rd., E. of Farmington

MACHINISTS
EDM OPERATOR
(3-5 yrs. experience preferred)
GEAR SHAPER OPERATOR
(Some machining experience required)
CNC LATHE OPERATORS
(2 openings - experience preferred)
We are a leading manufacturer of Cold & Hot Extrusion Tooling and other complex dies. Full benefit package, 401K plan, pension and air conditioned facility. Apply in person at: 12850 Inkster Rd., Redford between 8am-4:30pm

Equal Opportunity Employer
M/F/V/D

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2156 Academy
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35005 Mulberwood Dr.
Farmington Hills, MI
N.W. corner of
Grand River & Drake

MAINTENANCE TECHNICIANS
luxurious apartment community in Birmingham seeking experienced, self motivated technicians. Must be 21 years old. Must be knowledgeable in all areas of apartment maintenance. Fresh certified professional needed to be prepared for certification. Competitive salary, benefits, 401k. Please call 810-644-1300 or fax resume to 810-644-3874.

MANAGEMENT TRAINEE
To $31,000 FEE PAID. Major Firm WILL TRAIN for Route Sales Management. Degree & sales experience helpful.
EMPLOYMENT CENTER AGY.
(810) 508-1636

MANAGEMENT TRAINEE
To $40,000 + Great Benefits TRAIN for MORTGAGE— LOAN OFFICER or ACCOUNT EXECUTIVE. Consumer Lending with Major Lending Institution. College & Sales experience.
EMPLOYMENT CENTER AGY.
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To $40,000 + Great Benefits TRAIN for MORTGAGE— LOAN OFFICER or ACCOUNT EXECUTIVE. Consumer Lending with Major Lending Institution. College & Sales experience.
EMPLOYMENT CENTER AGY.
(810) 508-1636

BRANCH MANAGER TRAINEE
To $50K. Salary, benefits, bonus. Personnel Data Report
810-524-1500. Fax 524-2481

REGIONAL FINANCE REP
To to $60K. Field exp. commercial/industrial invoices. Call Ray or Pete at 810-524-1500. Fax: 524-2481

BRANCH MANAGER
Yale-Michigan, a leader in the materials handling industry is seeking progressive results oriented managers to lead its new Taylor and Wixom facilities. Ideal candidates are previous management experience in the service industry. Ability to plan, develop and lead a winning team. Experience in the lift truck or industrial construction equipment industry is preferred. This is a demanding but rewarding position which offers a full benefits package and salary based on experience. For consideration, send or fax resume, salary requirements and preferred location to YMHM, 1-800-2829-6703 ext. 407

MANAGER - live in, to work with adults who are developmentally disabled in the Farmington Hills area. Excellent benefits, experience in good driving record a must. Call 810-478-0670

MANAGER NEEDED for building supply store. Must have background in construction. We offer competitive salary, medical & dental insurance allowance, commission & profit sharing. Send confidential resume to: Box #1440
Observer & Eccentric Newspapers
36251 Schoolcraft Rd
Livonia, MI 48150

MANAGERS
ASSISTANT MANAGERS
TRAINEES
Start the New Year
Off Right with Rite Aid!
Rite Aid Corp., one of the nation's largest and fastest growing retail drug chains has openings available for Managers, Assistant Managers and Trainees in the 24 City and Surrounding Areas.
We offer on of the most complete management training programs in the industry, learning all aspects of store procedures dealing with:
-Inventory/Merchandising-
-Personnel Supervision-
-Store Administration-
-Banking Procedures-
Rite Aid offers an attractive company subsidized benefits package along with an excellent salary.
If you seek a promising career and are a conscientious, hard working individual, please send resume to:
RITE AID
Market Office
3400 Pelham Drive
Waterford, MI 48329
Ann Employee Relations Manager
EOE M/F

MARKETING REP TRAINEE
to $45K. Salary, benefits, bonus. Personnel Data Report
810-524-1500. FAX: 524-2481

CERTIFIED MECHANIC - must have own tools. $400 a week plus bonus & benefits. Apply at Alamo Rent a Car in Romulus MI, 287 Lucas Dr. Ask for Ray Wright or call Mall.
313-422-3622

PART TIME position available - flexible hours. Mail processing, etc. No experience necessary.
313-421-6000

PATIENT ADVOCATE
Northland Family Planning has a part time position, approximately 32 hrs./3 days a Westland location. 1 day in Southfield. Opportunity to educate and support women. Exception for Tuesday 2nd trimester surgery. Entry level position. Be a preferred employee. Social work, psych or sociology. Please call Marilyn 313-721-8222

PERSONAL ASSISTANT
"Jack of all trades" needed full-time for Orchard Lake family. Errands, secretarial work, child care. Benefits available. Call Ann at 810-738-9188

PHARMACY TECHNICIAN
CLIENT SERVICES
Growing health industry company has new opening in account management department. Ideal candidate has previous experience in data entry & Windows/Word processing. Must be detail oriented with strong communication & customer skills. Knowledgable in pharmacy terminology a plus. Excellent benefits. If you are highly motivated to grow with this position, please forward resume with salary history to: Pharmacy Tech, P.O. Box 577, Southfield, MI 48075

PLANT WORKER
for manufacturing plant. Please send resumes to: 14707 Keel Street, Plymouth, MI 48170.

PLUMBER & PLUMBER'S HELPER
For well established company. Full time with excellent benefit package. Call between 9am - 4pm.
(313) 455-7474

PLUMBING & SEWER RELATED SERVICES
Guaranteed year-round employment. Earn average $30,000 first year. Benefits included. Call for interview:
(810) 685-8285

MORTGAGE LOAN ORIGINATOR
BECOME AN OWNER
Busy Bloomfield Hills Broker, pays top commission and offers stock options to top producers. Call & talk to Ron.
(810) 540-1070

MORTGAGE LOAN PROCESSOR/CLOSER
Entry level position in processing/closing department. Mortgage banker located in Oakland County. Previous experience helpful but not mandatory. Salary + commission & benefits. Fax or send resume to: First Union, fax 810 433-1119 or 30150 Telegraph, Suite 448 Franklin, 48025. Attn. Brian

MORTGAGE ORIGINATOR
Are you looking for the freedom to compete? Company One a revolutionary pay structure can help you earn top commissions of up to 70% on every loan. PLUS company stock, overrides & residual income. We can give you exceptional fringe benefits as well as top investors, top products, top pricing and top pay to help you grow. We also offer IRA & BS health insurance in our office in the art office in Southfield. At least 2 years experience required. Please call Ron at 810-355-3267

MOVERS & DRIVERS NEEDED
for O'Sullivan Moving company. Experienced preferred. Call 810-559-8620 Ryan Rd. at 9 Mile, in Warren.

NC LATHE OPERATOR
Experienced Set-up and run precision machined aircraft parts. Full benefits. Hytrol Manufacturing Inc., Garden City (313) 261-9030

NC MILL OPERATOR
Experienced. Set-up and run precision machined aircraft parts. Full benefits. Hytrol Manufacturing Inc., Garden City (313) 261-9030

O.D. GRINDER
Experience preferred. Union shop. (Max Cross/Blue Shield, holidays, 401(k). Both shifts 55 hrs/wk. Now.
810-347-1230 after 1-3-97

OFFICE MANAGER
Responsible, self-starter with computer experience needed for growing food manufacturer. Benefits available. Madison Heights. 810-414-5600

OIL CHANGE TECHNICIAN
Period 10 Minute Oil Change in Farmington area and will train. Full and part time positions available. Apply in person 34660 W. 8 Mile, Farmington Hills, is mile west of Farmington Rd or call for Appointment. 810-476-1313

OPPORTUNITY KNOCKS
RIGHT NOW
We're looking for a few highly motivated sale consultants to start in our Sales Training Program at Novi Lexus Drive at Twelve Oaks Mall.
We're looking for high-energy people who:
• Are enthusiastic & creative individuals who enjoy working in a friendly and professional environment.
• Are interested in home furnishings & Home Design, but may not necessarily have previous sales experience.
• Understand the importance of outstanding customer service.
We offer these advantages:
• Excellent compensation with advancement opportunities
• Comprehensive benefit package, including medical coverage, retirement plan and more.
• Attractive retail work schedule
• You'll be part of a proven national program developed and supported by the La-Z-Boy Chair Company, one of America's largest furniture manufacturers.
Applications are now being accepted for full-time sales positions. To learn more about a retail career with our successful and growing company, E-mail your replies will be held in strictest confidence to:
La-Z-Boy
Furniture Galleries
27754 Novi Rd
Novi, MI
(810) 349-3700

OPTICIAN DISPENSER
Experienced, full or part time. Excellent salary, benefits. Call medical. Bob, (313) 563-5600

PAINTER ASSISTANT
For high end furniture manufacturer, no experience needed. Starting salary $7.00/hr. Application accepted between 10am-2pm. Fabricraft, 30972 Industrial Rd.
(313) 422-3890

PAINTERS EXPERIENCED
Must have own transportation.
Call (313) 525-9518.

PAINTER
With 10 years minimum experience wanted. Own tools & transportation. Reliability a must. (810) 627-5215

PART/FULL JANITORIAL positions at 12 Oaks Mall. Apply Simco, 27500 Novi Rd. Between 7 AM-12 PM. Federal Cleaning Contractors

PART-TIME HELP needed for our new internet/computer exhibit. Must have some computer background. Detroit Science Center, Attn: Richard Mall.
313-422-3622

PART TIME position available - flexible hours. Mail processing, etc. No experience necessary.
313-421-6000

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(313) 455-7474

PLUMBING & SEWER RELATED SERVICES
Guaranteed year-round employment. Earn average $30,000 first year. Benefits included. Call for interview:
(810) 685-8285

PLUMBING SERVICE TECH
Needed for well established growing company located in Western suburb. Great exposure to several different aspects of the plumbing industry. Company vehicle provided. Excellent benefits package including 401 (k) matching, profit sharing and educational reimbursement. Applicant should have three to five years experience in residential/commercial service. Competitive wages to correspond with experience. Call Ray at A.J. Denbrook Sort Plumbing & Heating Company. (810) 477-3828

POLICE OFFICER
The Downtown Development Redford Police and Fire Civil Service Commission is accepting applications for a CERTIFIED POLICE OFFICER for the purpose of establishing an eligibility list.
AMONG THE REQUIREMENTS: Applicants must have sixty (60) semester hours or ninety (90) quarter hours of college credit and be certified or certifiable as a Police Officer in the State of Michigan.
VISION: Minimum Rx corrected to 20/20, no color blindness.
SALARY: $31,858 to $42,211 after five years. Excellent benefits. Minimum age: 18 years.
Apply in person, Monday through Friday from 9 AM. to 4 PM. in the
PERSONNEL OFFICE
15145 Beech Daly Road
Redford, MI. 48239
PHONE: 313-538-9224
Until 4 PM. Friday, deadline date, January 17, 1997.
NOTE: The Township offices will be closed Tuesday, December 31, 1996 and Wed., January 1, 1996.
Copies of college transcripts and NEOTC certification (Police Officer State Police letter of certifiability) must accompany the application. Applicants who fail to provide these documents at the time the application will be denied entry to the written examination.
The Charter Township of Redford is an equal employment opportunity employer.

PORTER
Full time. Varied detail duties. Apply at Days Inn Hotel, 26633 Plymouth Road, between Levan & Newburgh Rd in Livonia

PRESS OPERATOR/
DIE SET-UP
Clean, efficient, high performing facility seeks associates experienced in stamping operations. Does & setup. Need General tool room knowledge helpful. Excellent benefits. Salary based on experience. Apply or send resume to: E & E Manufacturing, 300 Industrial Dr., Plymouth, MI 48170 (across from Unisys)

PRODUCTION MANAGER - needed to be in charge of office, shipping, ordering materials and scheduling deliveries. Computer knowledge helpful. Knowledge of MS 90, Lotus 123 and Word. Perfect preferred. Salary based on experience. Need to perform multiple tasks required. Fax resume to: 810-020-0203

PROGRAMMERS
Rapidly growing software firm seeks experienced, full-time Programmers to join our software development team. Knowledge of manufacturing and accounting systems a plus. Send resume to: Systems Manager, 34452 Industrial Rd, Livonia, MI 48150, Fax: 313-525-2487

PROJECT MANAGER TRAINEE
To $30K. Salary, benefits, bonus
810-524-1500. FAX: 810-524-2481

PROOFREADER
THE Detroit Area Advertising & PR is accepting resume for part time proofreader. Call Mary Ann Sorg Bury Village. Send resume to the attention of: Village, 2369 Joslyn Ct., Ste Orion, MI 48360.

PURCHASING - Looking for self-motivated individual for our Purchasing Dept. Data entry experience needed, full time with benefits. Apply at Northwest Blueprint Co., 13450 Farmington Rd., Livonia

RECEPTIONIST/SECRETARY/PROFESSIONAL
Needed for a design & build construction firm. Individual needs strong telephone communication skills. Computer experience in Microsoft Word, Excel & type 60 wpm. Send resume to P.O. Box 1834, Brighton, MI 48116

RESTAURANT & OFFICE COMPLEX now hiring: Maintenance & Cleaning Staff. Flexible hours & good pay. Call 313-261-1369

RETAIL ASSISTANT MANAGER - full time position available for busy Jewelry store located in Livonia. We are looking for a highly motivated, mature, responsible individual with supervisory & grocery retail management experience. Generous salary & benefits package, including dental, vacation & retirement. Reply to Box #1293, Observer & Eccentric Newspapers
36251 Schoolcraft Rd.
Livonia, MI 48150

RETAIL
DIRECTOR
OF
OPERATIONS
Retailer with 2 stores in the suburban Detroit area is looking for a Director of Operations. Must have retail experience. Highly competitive salary. Call & ask for Bernard.
313-963-1212

RETAIL MANAGER
New upscale specialty store. Must be experienced in the operation of a Corporate store in Troy for expanding national company. Fax resume today to: 1-218-947-5463

RETAIL
NOW HIRING entry level Assistant Manager and Sales Associates. Must have high energy and flexibly. We offer generous discounts and fun atmosphere. Apply today: PAULI'S RAILMASTER, 34331 N. Wayne Rd., Westland. MI 48185.

ROOFING CREWS
& INDIVIDUALS need to 18 immediately. Must have own transportation, tools, and equipment. Be experienced and dependable. Year round work with excellent pay and performance bonuses. Contact K.C. Construction at (313) 425-0272

ROOFING SHINGLERS - Work year round, good pay & on time. Full crews and/or 1 man. Must have working conditions. 313-326-1818

ROUGH CARPENTERS & LABORERS - Benefits & wages paid on time. Weekly work available. Celebrity Building Company: (810) 305-7770

ROUTE DRIVER
Industrial laundry needs experienced Route Driver. Data entry route/401(k). Call for interview: (313) 841-1527

SCHEDULER needed for fast paced carpet store. Knowledge of carpet or vinyl a must. Apply at: Innovative Floor Coverings, 15200 Newburgh Rd., Livonia, just 1 block S of I-96.

SECURITY OFFICERS
Full & part time positions available in the Detroit Metro area. Requires high school diploma or GED. Security military experience preferred. $7.50 to start with merit increases. Benefits & uniforms provided. Call the Wackenhut Corp. 1-800-275-6343. Mon. thru Fri. between 9am & 5pm for an interview appointment.
EOE

## 500 Help Wanted General

ROUTE/SERVICE
REPRESENTATIVE
Van Dyne Crotty, Inc., a profitable, growing leader in uniform rental and linen service, has a route service opening in the S.E. Michigan area requiring an ambitious, high-energy, customer service oriented team player with excellent communication skills and sales driving record.
We offer a competitive base salary, bonus, commission & medical & life insurance, 401(K) retirement plan and a career path for advancement. Apply in person or send resume to
Van Dyne Crotty, Inc.
Attn: Service Manager
43700 Port St.
Plymouth, MI 48170
(313) 207-0200
An Equal Opportunity Employer

SHIPPING & RECEIVING
We have recent openings in our warehouse facility for a hi-lo driver & pallet repair. We offer:
• Full benefit package & competitive wages
• Numerous shift operation
• Clean Environment
• Opportunity for Advancement
• Growth Industry
Must have GED or Diploma & simple math skills. Apply today: 1351 Hix (S. of Ford), Westland, MI 48185. EOE

SMOKE PRESS, a leading Cabs company looking for friendly, energetic Assistant Managers. Hourly + Bonuses. Excellent benefits pay & benefits. Contact Karen Finch, 810-476-3300. Apply in person or resume to: 24765 Lahser Rd., Southfield, MI 48034

START NOW!
Corporation expanding. Need to fill 15 positions by Jan. 15th. No experience necessary! Will train you up to $525/wk. Call (810) 552-0031

SUBSTITUTE TEACHERS
Van Buren Public Schools (Belleville) has openings for substitute teachers. Please phone the Personnel Office at 313-697-8123 for an application packet.

SUPERVISOR
3 to 7 years supervisory experience in heavy operations manufacturing. This is a hands-on position, requiring experience in sheet metal, welding, tubes, pipes, Hydraulic and electrical experience is helpful. A college degree in engineering is preferred. Competitive salary, benefits, health care pension and send resume to: Voest-Alpine, 28975 Smith Rd., Romulus, MI 48174 Attn: W.H

SURFACE GRINDER
Experience preferred. Union shop (Max Cross/Blue Shield, holidays, 401(k). Both shifts 55 hrs/wk. Now.
810-347-1230 after 1-3-97

TAX PREPARER/BOOKKEEPER
For Plymouth CPA firm.
Immediate opening.
Call 8am to 6pm. (313) 455-4802

TEACHER
Oakland County independent elementary school (K-8) seeks Spanish teacher. Position available for January. We are an equal opportunity employer. Send a resume
810-647-4239
Fax 810-647-4278
Observer & Eccentric Newspapers
36251 Schoolcraft Rd
Livonia, MI 48150

TEACHER - Part-time for college prep high school. Certified in biology/genetics. To start at Beverly Hills Education requested. Send resume & salary requirements to: Box #1440
Observer & Eccentric Newspapers
36251 Schoolcraft Rd
Livonia, MI 48150

TEACHER'S AIDES
Full & Part time positions available. Paid benefits. Call after 10 a.m.
810-476-3111

TEACHERS - for part-time, evening classes in Computer Programming, Accounting/Administrative Assistant. Apply by Jan. 6 to Kathy Schutt, Troy Continuing Education, 201 W. Maple, Troy, MI 48084. Fax: 810-879-7599, ext. 3104 or
Fax 810-879-8810
An Equal Opportunity Employer

TEACHER &
TEACHER ASSISTANT
Needed immediately for Bloomfield preschool. Early childhood degree. Full or part time (810) 646-5770

TELEMARKETER
Commercial insurance agency seeks outgoing, pleasant individual for sales inquiry and quoting. Medical benefits preferred. Flexible part-time hours available. Please call Lisa Arthur at 810-540-3131

TELEPHONE INSTALLER/
Technician
Entry-level & experienced career opportunity. Competitive salary plus a 401K plan, profit sharing & full medical, dental, optical insurance. Apply 26450 Haggerty Road, Farmington Hills or call for appointment.
810-489-0000, ext 202

TELEPHONE & NETWORK
WIRING INSTALLER
Experienced. Call Kathy at
313-535-3400

THEATRE HELP
Large chain seeking smiling faces to fill 30 positions. Liveras area. Call
313-941-4423

TIRED OF RETIREMENT? Become a Mortgage loan officer. We will fully train. Call Dennis or Carol at
855-8800

TITLE
INSURANCE
Large regional title insurance agency in Brighton has an opening for a Searcher/Examiner. The position requires experience & knowledge of abstract/title examination procedures. Competitive salary, company paid benefits, and the opportunity to work in the latest technology & great work environment for its associates. Send resume to: Box #1420
Observer & Eccentric Newspapers
36251 Schoolcraft Rd.
Livonia, MI 48150
An Equal Opportunity Employer

TOOL & DIE POSITIONS
Available for the following:
1000 Degreasing Machine Surface Grind, 401(k) & health insurance available. Apply at: 4985 Belleville Rd., Canton

TOOL MAKER
For precision pages. Jig grinder, well grounded, lathe, bench work. Top wage considered. (313) 427-2270

TOW TRUCK
DRIVERS & MECHANIC
Must have experience in AAA. Mechanic must be state certified. Ask for Russ (810) 348-2206

TOW TRUCK DRIVERS
Now taking applications. Police cash and Auto Club Towing. Full & part time. Experience helpful. We train. Good pay & benefits. Apply in person at: 8375 Ann Arbor, Westland

TRAVEL/ADVENTURE/
COMPUTER INVENTORY TRAINEE
To $30K. Personnel Data Report
810-524-1500. FAX: 810-524-2481

TRAVEL AGENT
Exciting & rapidly growing travel agency looking for a career minded travel counselor with 1-2 years experience required but not necessarily vacation & corporate travel. Must be able to work with minimal amount of supervision. Please forward resume to: Uniglobe West Side Travel, 31128 Haggerty Rd., Farmington Hills, MI 48331 or Fax to 810-788-1193

## 500 Help Wanted General

TRAVEL PROFESSIONAL
Rapidly growing Corporate travel agency has immediate opening. Successful candidate will have 1 to 2 years experience. Stable-client-rich work environment. Competitive pay and benefits. Please call by 1/ Class Act Travel L.L.C.
(810) 356-2777

TRUCK DRIVER
14 ft. tube van. Must have valid Ann Arbor, $6/hr.
(313) 273-1003

UNISON DED-TRU
Experience, (Max Cross, Union shop, Blue Cross/Blue Shield, holidays, 401(k). Both shifts 55 hrs/wk. Now.
810-347-1230 after 1-3-97

VOCAL MUSIC-
TEACHERS
Van Buren Public Schools has openings for three vocal music teachers. Please send letter of application with a copy of certifications and transcripts to the Personnel Office, 555 W. Columbia Ave., Belleville, MI 48111, by 1/6/97.

WALL CREW/STRUCTURAL concrete laborers, experienced. Call Craig Ewert, Peter A. Basile Sons, Inc. (313) 591-4200 EOE

Warehouse
American Yazaki Corporation, a leading automotive supplier of the Electrical Distribution Systems (EDS) and Interior Systems (IS) markets, is a rapidly growing Engineering, Sales and Distribution firm that is always looking for motivated individuals, motived individuals with a desire to work hard and succeed. We have the following immediate opening:
Fork Lift Operator
Afternoon Shift
Fork Lift Operators are responsible for operating material handling within production center for both incoming and outgoing shipments of finished goods. Job duties include loading and unloading trucks, entering shipment information into computer, putting stock into bins, and performing physical inventory of outgoing inventory to ensure accuracy.
The ideal candidate will possess a high school diploma, good math skills, ability to work overtime as needed.
We offer a competitive salary and benefit package including tuition reimbursement and 401K. Please submit your resume and cover letter listing your salary requirement and position for which you are applying, or submit completed application, to the address below. If you are interested in working on the leading edge, then apply to become a part of American Yazaki Corporation, a thriving, leading, industry leader.
AMERICAN YAZAKI
CORPORATION
3700 Haggerty Road
Canton MI 48187
EOE M/F/D/V

WAREHOUSE COORDINATOR
minimum of 3 years experience. Must have computer knowledge. Responsibilities:
• inventory control
• shipping
• shop/receive management
• customer service.
Please send resume & salary requirements to:
1300 N. Campbell Rd.,
Royal Oak, MI 48067
Attn: Colleen

WAREHOUSE POSITIONS
AVAILABLE
with growing medical equipment company. Good benefits and wages. Valid driver's license required. Apply in person 47284 Halyard, Plymouth (Off Sheldon & Beck Rd.)
(313) 459-3115

WAREHOUSE: reliable/dependable person to help keep our new warehouse organized. Days/Evenings. Flexible hrs. M-F. 313-534-0071

Warehouse Supervisor
Wholesale shelf, door & window distributor, located in Romulus. Seeking person with good health background and experience in supervising. Benefits include health insurance & 401k. Call DYNAMIC PEOPLE
810-615-7600

$1000's POSSIBLE
READING BOOKS
Part time, full time, flexible hours, call toll free. 1-800-218-9000, Ext. R-3673

## 502 Help Wanted-Office Clerical

ACADEMIC
SECRETARY III
THE UNIVERSITY OF MICHIGAN
MEDICAL CENTER
The Department of Pathology has a specialty medical position available. Secretary interested in working in a busy office environment. This person will provide secretarial support for several physicians including a Division Director. The candidate for this position should possess several years of secretarial experience including the following skills: typing 60-80 wpm, medical terminology, office management. Word processing experience is required with Microsoft word highly desirable.
Please mail resume to:
Beverly Smith
University of Michigan,
Department of Pathology
1301 Catherine Road
Ann Arbor, MI 48109-0602
A NON-DISCRIMINATORY, AFFIRMATIVE ACTION EMPLOYER

ACCOUNTANT
Full-time with benefits. Bachelors in Accounting required. Experience a plus. Send resume to:
2343A Middlebelt
Farmington Hills, MI 48336

## 502 Help Wanted-Office Clerical

ACCOUNTANT With computer skills, interesting and varied work with National real estate franchise. Call Mr. Conrad at 810-349-4550

ACCOUNTING / BILLING
Detail oriented individual with at least four years accounting experience to perform billing and light quote typing for this wholesale graphic arts printing company. Individual will report directly to the CFO and be responsible for a variety of duties in the accounting department. We offer a competitive wage and benefit package. Send resume & salary requirements to: CFO, North-western Printing Co., 24000 Harper, St. Clair Shores, MI. 48080

ACCOUNTING/BOOKKEEPING
The Detroit Wholesale are looking to immediately fill a part time position of accounts/bookkeeper. Previous experience required: 20-30 hours/week. Responsibilities include: banking, monthly reports and accounts payable. Rate of pay the equivalent of $10-12 per hour. Fax resume to: Computerware Sports Arena, 14900 Beech Daly, Plymouth Twp., Attn: Kerry Kerch.

ACCOUNTING CLERK
Full time position. Payroll & accounts payable background with 3yrs experience required. Competitive salary & benefits package. Resume may be faxed to 810-307-9296 or apply in person Mon. thru Fri., 10am -4pm. at 9111 Ann Arbor Trail, Suite 230, Southfield, MI. 48075

ACCOUNTING CLERK
Local government needs a self starting, experienced person to file accounts payable & payroll. Applicants should have college accounting course work and at least three years bookkeeping experience. Must be organized accounting system. Familiarity with local government budgeting and chart of accounts preferred. Knowledge of Lotus 1-2-3, WordPerfect, Fund Balance Plus software applications.
Responsibilities include: assuming general duties in accounting area, accounts payable, payroll, fringe benefit management, general ledger entries, public contact at counter and special assignments. Must preserve monthly statements and annual reports on computer system. Excellent salary and benefits. Smoke free environment. Send resume and/or completed application to:
Robert Wiatrowsky, Finance Director
City of Farmington Hills, 15600 W. Thirteen Mile, Beverly Hills, MI 48025
by Friday, January 10, 1997

ACCOUNTING
TEMPORARY:
• Full Charge Bookkeeper, Livonia printing firm. May go permanent.
• Sr. Accountant, Allen Park, chemical firm. May go permanent.
• Tax Accountant, Birmingham, start and Jan '97 thru tax season.
PERMANENT:
• Full Charge Bookkeeper, Novi construction firm, to $30K.
• Jr. Account