500 Help Wanted General

ASSISTANT FOR MONTESSORI School. Full & part time, benefits, interns welcome. 58-5200

(248) 645-6393

ASSISTANT GENERAL MANAGER. 20 million dollar credit union. Financial background necessary. Competitive salary & benefits. Fax resume 248-549-0444, or mail: 3100 North Woodward, Royal Oak, MI 48073.

ASSISTANT ★MARRIED COUPLE★ Dependable couple for a career position assisting manager and maintaining a mid-size suburban apartment community. Good salary, benefits and apartment. Call today. CALL 313-261-7394

ASSISTANT MANAGER COUPLE

Opportunity in this beautiful area, an apartment community in Dearborn Heights. Experience necessary. Resume opportunity for a top property management team. CALL (313) 274-4765

ASSISTANT MANAGERS for home on Canton or Milford. Must be 18. Valid drivers license. High school grad or GED. Must be at least $8.50 to start. Canton call 313-397-9700. Milford call Main Office, 10am-3pm 810-684-8795

ASSISTANT MANAGER needed full time for fast paced, growing Human Resources organization. Experience in retail and/or education preferred. Call Cindy Kaiser, The Learning Tree (248)344-0130

The Travelodge, a luxury Retirement Community is looking for the finest employees with exceptional customer service experience.

Housekeeper

Full time position. Must provide exceptional customer service. We offer all full time employees a benefit package and competitive salary.

Customer Service/ General Office

Part time positions. Flexible schedule. Must be experienced, customer service oriented, creative problem solving. Excellent communication and conversation skills necessary. Must relate well with seniors.

Driver

Part time position. Requires an excellent driving record and a chauffeurs license. Flexible hours mostly afternoons. Must be available to work some weekends.

All applicants should apply in person only, Monday thru Friday, between 9:00am and 4:00pm at:

The Travelodge
24111 Civic Center Drive
Southfield, MI 48033
(No phone calls accepted)

EOE M/F/V/H

ATTENTION FITNESS ENTHUSIASTS! ComCorde Swim & Fitness Club of Rochester Hills is seeking part-time Club Attendants & Aerobic Instructors. Apply Today! (248) 299-1212

ATTENTION

Full or part time positions available at bustling supply company. Inside sales, warehouse picking and receiving. Redford area. Call (313) 534-2378

ATTENTION GENERAL LABOR

Wolverine Staffing is anticipating a rush for the holiday positions, machine operating, janitorial, maintenance, general labor, packaging and MANY MORE! If you're interested in working hard, were interested in paying hard. Call 313-513-6600 for location information

ATTENTION IDEAL for anyone who cannot get out to work. Work partime from your home selling unique lodge for Purple Heart. Call 9am-3pm, Mon. thru Fri., (313)728-4572

ATTENTION!

Michigan's premier builder of award winning homes is in search of interested, organized, motivated customer employees and career oriented professionals to work in our sales office. Committed to exemplary service and professional workmanship. An excellent training program and a competitive compensation package offer self employed individuals a challenging and rewarding environment. Full time positions. Consideration please forward your resume to:

JRDC
Attn: Karen
31700 Telegraph Rd.
Suite 120
Birmingham, Mi.

ATTENTION SKIERS & SNOWBOARDERS

Get the fun of skiing & snowboarding. Seeking energetic, personable, responsible people to fill the following retail positions. Department Manager, Assistant Manager, Full Time Sales, Part-time Sales. Competitive wages. Mining Company location.

Call Jeremy at 248-738-9099

AUDITOR - HOTEL

Motivated individual to audit hotel bookkeeping experience. Seniors welcome. Apply at:

Westbound Inn
28000 Grand River
Farmington Hills

AUTO BODY TECH UNDER NEW MANAGEMENT

Large Westside GM Dealership needs certified body technicians immediately. Great pay plan, environment, benefits package, paid training and more. Call Steve Tenner, Gordon Chevrolet (313)416-5269

AUTO DEALER Prep Department needs full time car washers. Good driving RECORD A MUST! Apply in person only, Monday thru Friday, 31531 Michigan Avenue, Dearborn. See Mark Bonds.

AUTO MECHANIC

Certified brakes & suspension. Guarantee plus commission. Benefits. Call (248) 474-0036

Automotive

EXPERIENCED TECHNICIANS

- Excellent Salaries
  - Medical/Dental
- 100% Tuition Reimbursement
  - Ongoing Training
    - 401 K
- Advancement Potential

Explore the wealth of opportunities available in the Detroit Area.

For consideration, please call Jim Director at: 1-800-815-5469

Midas Auto Systems Experts
eoe m/f/d/v

AUTOMOTIVE PAINT STORE Seeks driver, part time, evening record. Mon - Fri. 8-5, no weekends. Call Mrs. Gray (248) 476-2229

AUTO PARTS COUNTER Person, full time, experience preferred. Apply in person - Sunshine Honda, 1205 Ann Arbor Rd., Plymouth.

AUTOMOTIVE TECHNICIAN Busy auto repair facility seeking state certified Technician. Experience required. Must be dependable. Top pay & benefits. Apply: Novi Motive Inc. 21530 Novi Road, between 8 & 9 Mile Roads

AUTO NEW CAR PREP Individual needed for new car prep delivery inspection. Great pay, Good benefits. Apply in person: Lexus of Ann Arbor
Don Massey Cadillac
4045 Ann Arbor Road
Plymouth. (at I-275)

AUTO OIL CHANGE TECHNICIAN Personal non-smoking jobs for Burger Chef and Canton locations. Full time (150 hours) and part-time available. Experience preferred. Bonus, paid vacation, 401(k), health insurance.

500 Help Wanted General

AUTO PARTS COUNTER PERSON

Large & expanding multi franchised automotive dealer is looking to add to our talented Parts Sales Team. If career growth & potential is what you desire, then we need to talk.

Please call Mr. Ed Gregor at (248) 223 8383

AUTO PARTS COUNTER PERSON Newly renovated position with parts background. Blue Cross, 401K plan. Call Doug Maurer (248 643-6200

AUTO PARTS DRIVER - Full & part time drivers needed. Must have good driving record and some experience. Retirees welcome. Benefits. Apply in person: 32214 W. 8 Mile, Farmington Hills. Ask for Tim. 248-477-0412

AUTO PARTS store needs
- Skilled Machine Shop
- Drivers (full & part time)
- Counter People.

Due to expansion. (810) 474-0645

AUTO PORTER/DRIVER - immediate opening for Porter & Shuttle Driver. Experience helpful. Must be courteous & neat in appearance. Excellent driving record & must speak English. Apply in person: Bob Sellers Pontiac GMC, 38000 Grand River, Farmington Hills, MI. 248-478-8000

AUTO PORTERS

Earn up to $8 per hour - full time part-time. Must be good cleaning record. Apply in person.

Lou Lefleche Chevrolet-Geo
40875 Plymouth Rd., Plymouth
Corner of Plymouth
& Haggerty Rds

AUTO PORTER. Valid license required. Apply in person at Don Sells Cadillac, Used Car Dept., 35200 Grand River, Farmington Hills or call 810-699-7211

AUTO SERVICE PORTER

Full and part time positions available for an energetic person with good driving record. Part time position would be great opportunity for students. Excellent working conditions with great pay and benefits. Apply in person, ask for Tim Gilbert
Farmington Hills Chrysler
Plymouth
24315 Haggerty Rd
Novi, MI 48375

AUTO SERVICE WRITER Experienced individual needed for large volume GM dealership. GM experience helpful. Great pay. Good benefits. Apply to Service Director at
Don Massey Cadillac
40875 Ann Arbor Road
Plymouth, (at I-275)

Tech A Auto Tech Trainees

For busy state of the art Plymouth Complex. Good pay, great benefits, excellent package. Excellent Compensation. School & Training

Call Mike 313-454-0440
Or Bob 313-455-7800

AUTO TECHNICIAN

Great opportunity. Looking for enthusiastic tech. Full time positions with full benefit package including dental, hospitalization, life insurance, 401K, vacation, 5 day work week and opportunity to advance. Apply to:

Steve Clement
Lou Lefleche Chevrolet-Geo
40875 Plymouth Rd.
Plymouth, MI 48170
313-453-4500

AUTO WASH & 10 minute oil change attendant. Full time days. Apply at Lighthouse Car House, 41807 Ford Rd., Canton

BAKER ASSISTANT part-time 8-10 hrs per week. Some experience needed. Beaubiens Pastries Canton (313) 455-3399

BAKER WANTED - Part time mornings for bagel store in Canton. No experience needed. Will train. $7 hour to start. (313) 416-3371

BAKERY-COFFEE SHOP

Customer service position available. Flexible hours will train. Prefer full time. Apply at 6558 Telegraph

Banking

TRANSIT ADJUSTMENT SPECIALIST

Southfield based financial institution is seeking a qualified candidate to process deposit adjustments & generate reports in a fast paced, busy environment. Must be proficient in both Microsoft Word and Excel and have excellent customer service skills. Qualified candidates must have a background in financial institution operations. The position offers an excellent benefits package and a competitive salary.

Please Fax or forward resume with salary requirements to:

Personnel
P.O. BOX 5092
SOUTHFIELD, MI 48086
FAX: (248) 304-3305

BANQUET MANAGER

With strong customer service skills. Experience desirable for busy banquet facility in downtown Birmingham. Send resume & salary, reply to Jim Dorotiak at 380 S. Bates Street, Birmingham, MI 48009 or fax to 248 644-2478.

BEAUTYCLUB SPATIQUE will be opening soon in Farmington and we have immediate requirements for the following positions:

SALON RECEPTIONIST/ MANAGER - An experienced and personable salon receptionist to book and manage salon traffic. Previous salon management experience and/or cosmetology license a plus. Company paid training provided. Salary plus full benefits package

HAIR STYLIST-MANAGER

Must have a following, experienced hair stylist to captain a very busy hair salon. Should be personable, stable and capable of developing a cooperative spirit amongst hairstylists. Company paid training provided. Salary plus full benefits package

HAIR STYLIST/MANAGER

We require an experienced hair stylist to captain a very busy hair salon. Should be personable, stable and capable of developing a cooperative spirit amongst hairstylists. Company paid training provided. Salary plus full benefits package

SALON ASSISTANT

Must have a following, experienced hair stylist to captain a very busy hair salon. Should be personable and capable of developing a cooperative spirit amongst hairstylists. Company paid training provided. Salary plus full benefits package

Please fax resume to (248) 374-9204. All replies strictly confidential and only those under consideration will be contacted.

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Please fax resume to (248) 374-9204

All replies strictly confidential and only those under consideration will be contacted.

LIVONIA BINDERY company is looking for a self-motivated individual to join its team, bindery experience helpful. Full time position, with benefits, room for advancement for the right individual. Pay commensurate with experience. Call for interview Mon.-Fri., 9am-4pm

35015 Ford Road
In Westland

313-425-7500

BODY SOLUPTRESS WILL TRAIN

Physically fit, high spirited people person to learn to do body snipe, painting hours. (810) 746-3319

BODY SHOP helpers and painters. Some knowledge helpful. Custom trucks and trailer manufacturer. 53000 Grand River, New Hudson. (248) 437-1122

BOOKKEEPER PART TIME

Computer knowledge required. Associate in Accounting degree preferred. Send resume to: Health Care Exchange, Personnel Dept., 32205 Five Mile Rd. Livonia, MI 48154 or Fax: 313-427-7830

500 Help Wanted General

BOOM TRUCK operator/driver, must have CDL license w/clear driving record, part-time/full-time.

(248)437-7051

BORDERS BOOKS & MUSIC

in the New Town Center is now hiring

- Book Store Assistant Manager
- Book Store Lead Clerk
- Cafe Lead Clerk

Send resume or apply in person
Attn: General Manager
43075 Crescent Blvd.
Novi, MI 48375

BORING MILL OPERATOR 5 yr experience. Develop B.M. New air conditioned shop, generous benefits including matched 401K, health & dental. 55 hour week, day shift. Call Hawk Tool, 248-349-0123

BORING MILL OPERATORS Midland Area must have 3 years experience in operating shop. Competitive wages. Immediate medical insurance, 401k and holidays. Call Jim Fitzer 248-684-0717

Boring Mill Operator

Must be able to set up and operate large floorplate boring mills. Attractive salary, excellent pay, benefits and retirement package. No phone calls. Indicate position and send resumes to: Voest-Alpine, 28975 Smith Rd., Romulus, MI 48174 Attn: D.T.

BORING MILL OPERATOR - Experienced. Top rates. 401(k). Bradley Domestic Tool Company (248) 352-1466

BOWLING LANES AMF Hawthorne
Westland
Full or part. Will train
M-Fri 8am-2pm (248)425-8945

BOX OFFICE - Professional Theater in West Bloomfield. Full or part-time. Comfortable with computers. Immediate opening. (248) 788-2900

BRICK LAYER

Full time for Southfield property management company. Benefits. Call Mon-Fri., 9am-5pm. 810-356-1600 EOE

BRICKLAYERS, EXPERIENCED only, $23/hr. Must have experience & pension fund, 2 yrs + work. (248)348-9000

BRIDAL SALES CONSULTANT Full time, some days, some evenings. Call for interview. Elizabeth's Bridal Mansion (248)348-2782

BRIDGEPORT/SURFACE GRINDER. Good annual income, health benefits and pension program. Call Dave (248) 352-1566

BRIGHTON MACHINE shop has openings in our lathe, gearing, & drilling departments. Experience only need apply. Days & afternoons available. Send resume to PO Box 237, Brighton, MI 48116

CABINET MAKER

Experienced
Commercial Millwork
(313) 921-6500

CABINET SHOP has opening for an experienced Counter Top Installer. Good pay, benefits & dental. 248-669-3823

CABINET SHOP

KSI in Brighton is looking for a person to work in our Mill. The job consists of modifications & adjustments to cabinets & assisting the Service Dept. when necessary. The successful applicate will have knowledge of wood products, with cabinet or finish carpentry experience helpful. Must be power tool experienced, good communication skills, & excellent math skills. The successful applicant is able work Bobson Construction, ask for Richard 248-357-0466 between 9:30am-5:30pm

CARPET CLEANERS Seeking immediate openings for experienced & inexperienced. Must have van or truck. No experience necessary. Excellent pay. $300-$600 per week. Call Dave or Ray at (313) 261-8790

★ CARPET CLEANING

Sign On Bonus

Earnings to $3-$15/hr. plus Join the largest restoration & carpet cleaning & cleaning firms in the US. We need people who want a career, want to work to get ahead. Professional training medical, dental, disability, life insurance & 401(k) plan.

Stanley Steemer International, Inc.
23800 Commerce Park Rd.
Farmington Hills, MI (248-426-9000)

CARPET CLEANING TECHNICIANS wanted at Jack's Carpet. Earning potential of $600/wk. No experience necessary - 313-459-7370

CASHER/CLERK

Full or Part time. Apply at Center Drugs, Orchard Lake Rd. W. Bloomfield, Sylvan Lake area. (248) 682-3606

CASHIER

For Amoco Food Shop. Full/part time. Afternoon & midnights available. Apply in person at 29800 Grand River, & Mike & Middlebelt, Livonia

CASHIER/RETAIL CLERK - Full or part time 25 hrs. Jewelry store in Farmington area. Flexible hours. $8 per hr. to start. Call (248) 478-3150 or mail to: WWOCAR, 24125 Drake Road, Farmington, MI. 48335. Attn: Lisa

CASHIERS

ACO HARDWARE is accepting applications for part-time cashiers for days, evenings and weekends. Flexible schedule. Apply in person at 37133 W. Nine Road at Newburgh Road, Livonia. EOE Telephone: 313-464-6360

CASHIERS

FULL & part time, benefits, up to $7 hr. Apply at SHELL, 12 Mile & Halsted in Farmington Hills

CASHIERS: now hiring at Shell's Fuel Mart. Paid vacations & holidays. Uniform provided. Flexible hours. Hiring at Mobil, 7 Mile & Northville Rd. (248) 349-2115 or 8 Mile & Taft. (248) 349-5222

CEMENT FINISHER/LABORER Some experience necessary. Call (248) 960-5655

CEO

For Statewide Eye Care Network. Management Skills, Marketing, and Computer Experience required. Salary & Benefit negotiable. Send Confidential Inquiries to PO Box 5050 Franklin, MI 48025-0050

FARMINGTON AREA Y seeking schoolage child care Site Directors & Assistants for 97-98 school year. Working hours work around school schedules. Call MaryBeth 248-553-4020 extension 30

CHILDTIME Children's Centers

Seek creative & energetic • Assistant Director • Lead & Staff • Care Givers • Van Drivers for national child care company. Full & part-time positions available. Full time benefits include 401k, insurance options, paid vacations, holidays & more. Call 1-800-968-7232. To apply please call the center nearest you:

Westland 313-425-7870
Redford 313-799-3434
Canton 313-981-1200
Northville 248-478-1516
Plymouth 313-455-5208
Troy 810-551-4060
Detroit 313-871-2100
Troy 810-528-1750
Lansing 517-483-3923

INFANT/TODDLER CENTER Seeks Director. Experience preferred. Call Michelle at 248-615-3060

CANTON HOME DAYCARE is looking for Sitter for Infants. Mon-Fri., 8am-5pm. Reference required. $5 per hour. Call Sue at 313-453-0622

CHILD CARE ASSISTANT Bloomfield. Leave name & number on machine for return call. 248-855-1973

CHILD CARE Assistants. Competitive wages, benefits, free ECD, good pay, full/part time. Ask for Darby 248-360-7743

CHILD CARE ATTENDANT Wanted for health/fitness club. As shifts available. Part/full time. Benefits available. Apply at 6343 Farmington Rd., W. Bloomfield. Or call: (248) 626-5880 Ext. 3123 EOE

CHILDCARE CENTER Positions available for full time infant caregiver, experience a plus, and Teacher's Assistants in Farmington Hills childcare centers. Good salary & great working environment. (810) 443-0810

CHILD CARE/ACTION KEY Experienced with children required. Part time, 2 days + 8 PM. Mon-Fri. Southfield area. Call Ann (313) 292-0461

CHILD CARE Providers needed for infants, toddlers & pre-schoolers. Farmington Hills. 248-471-1302

CHILD CARE TEACHER ASSISTANTS Full & part time. Flexible hours. Call Ann 313-592-3457

500 Help Wanted General

CHILDCARE TEACHER Livonia Preschool. College Child Development or experience required. Part time. (313) 427-0233

CHURCH CUSTODIAN Experience preferred. Flexible hours 10 hr. per week. Fax 313-513-0060 Linda Lake at x1. (248) 489-6031

CITY OF PLYMOUTH Parks & Recreation Department Part-Time Concession Stand Workers

The City of Plymouth is seeking industrially and other qualified applicants for Part-Time Concession Stand Workers for all shifts. Must be 15 or older. $6 - $7 an hr. to start. Apply at Plymouth Cultural Center, Recreation Office, 525 Farmer St. 313-455-6620

The City of Plymouth is an equal opportunity employer and does not discriminate on the basis of race, color, national origin, religion, age, gender or disability.

CITY OF WAYNE

CO-ANCHOR POSITION

The City of Wayne is seeking a qualified applicant to serve as a co-anchor on the Community News Show Pilot Program. The ideal candidate should have some on-air experience. On-air experience can be gained by following college/university broadcast, cable station, professional television station, or another community cable program. Additionally applicants must be able to read a teleprompter or script and have some knowledge of post-production techniques. This position pays $10/hr.

The City of Wayne is an Equal Opportunity Employer. Application available in the Personnel Department, 3355 S. Wayne Road, Wayne, MI 48184. Resumes will not be accepted until the position is filled.

CLAIMS ADJUDICATOR

Managed care company needs experienced claims adjudicator. Minimum of 2 years healthcare adjudication experience required. Looking for people who can meet production standards and maintain accuracy. Will train helpful. Excellent salary with full benefits.

Great Lakes Health Plan
17117 W. Nine Mile Rd
Suite 1000
Southfield, MI 48075
Attn: Jim Hall
FAX: 248-483-4510

Drug Test Required EOE
Please, No Phone Calls

CLAIMS ADJUSTER

Madison Heights/Troy Michigan area insurance company has an opening for an adjuster to handle auto collisions, glass, PIP, property and uninsured motorist claims. Must have 3-5 years related experience. Excellent benefits. Please send salary requirements and resume to

P.O. BOX 71034
MADISON HTS. MI 48071-0034

CLEANERS

Evenings 5-10pm. Mon - Fri
$5 - $7 per hour
Auburn Hills, Southfield

DAY CUSTODIAN

Days 11 - 3pm, Mon. - Fri
$10 per hour
Auburn Hills location
810-465-4420

CLEAN HOMES in Novi & surrounding areas with the Old Maid Service (248) 478-3240

CLEANING COMPANY looking for full time evening utility person. Duties include cleaning restrooms & floors, and window washing. Tri-County area (248) 615-1111

★★ CLEANING OFFICES ★★ Mon - Fri., early evenings, part-time, 3+ hrs. Plymouth, Farmington Hills, Livonia & Redford. (810) 476-5554

CLEANING PERSON

Dependable person needed for housekeeping at small private custom apartment complex. Full/part time, $7.00/hr.

CALL: (313) 261-7334

CLERK

Busy Farmington Hills shop needs person to pick & stock stock items and keep track stock neat and orderly. Full or part time. Must be able to lift. Daytime hours. No nights or weekends. Retail experience helpful.

(313) 455-4400 x203

CLIENT SERVICE REPRESENTATIVES

INTERIM PERSONNEL currently has openings for knowledgeable, friendly, people oriented client service representatives. Position includes quoting customer orders by phone, interviewing, testing & assuring job placements. Must be able to work independently. Openings: Redford, Heights & Westland clinics. Previous customer service experience helpful. Full time, 401k, health care benefit package. Send resume and salary requirements to

CSR-HR Mgr.
PO Box 5005
Eastpointe, MI 48021
or Fax: 810-775-7665

CLOSER / ESCROW OPERATOR

Title company seeking a full time Closer. We offer a comparable salary & benefit package. Mortgage experience required

CLOSER NEEDED for satellite office of busy Birmingham title company. Residential & commercial experience a must, ability to work unsupervised a must. Title insurance experience with experience. Call Rachelle (248) 646-7400

CNC LATHE/SET-UP

Aerospace Machine Shop seeking a CNC Lathe set-up person. Minimum 3-5 yrs experience required. Please send resume and salary requirements to: Ventural Industries, 46301 Port Street, Plymouth, MI 48170
313-459-3900

CNC MACHINE REPAIR & SET-UP TECHNICIAN

Automotive manufacturer of precision products has immediate opening for an experienced CNC machine repair technician. Must have solid mechanical ability and willingness to learn required

We offer competitive pay with a comprehensive benefit package

Apply today at:

A.T. & G., Inc.
30790 West 8 Mile Road
Farmington Hills, MI 48336

CNC MACHINIST

Vertical mill operator experienced only. Excellent benefits. Mon-Fri. days, overtime. Eztol Industries, 12928 Stark Rd. Livonia 313-425-7102

CNC OPERATORS

Immediate openings for CNC Mill & Lathe Operators. Must have knowledge of set up & Fanuc Controls

- Excellent Wages
- Medical Benefits
- Life Insurance Coverage
- Profit Sharing
- Dental Coverage
- Bonus

Apply at
HART PRECISION
12700 Mason, Redford
313-537-0490

CNC OPERATOR 5 yr experience, program & machine. Mazak mill. Air conditioned shop, generous benefits including matched 401K, health & dental. 55 hour week, day shift. Hawk Tool, 248-349-0123

★COACH GYMNASTICS★ Boys & Girls Gymnastics Club. Experience preferred. Must be reliable & responsible. Full time & part time. Excellent Pay. (248) 624-7770

500 Help Wanted General

COAT CHECK ATTENDANT Needed for downtown & suburban hotels. Day & night, full & part time positions available. Must be excellent dependable, personable & punctual. Interview will be Sat. Aug. 30 from 11-3 at the Westin Hotel, Fern Cafe, in the Dining room for Simon Cook Check. NO PHONE CALLS.

COLLECTION TRAINEE

wanted part-time for $77M credit union in Auburn Hills. Candidate must have good communication skills, outgoing personality. Send or fax resume to: 2055 University Dr., Auburn Hills, MI 48326 or fax to (248) 340-0690

COLLECTOR

No smoking law office, FDCPA, computers.
Fax resume.
(248) 852-4840

COLLEGE STUDENTS

Laborers needed to work in Birmingham/Farmington area. Small tree service. $8.5/hr. to start. Flexible hours.
(248) 626-7933

COMMERCIAL DESTAINING ENTRY LEVEL DETAILING

Full time, fast paced position as a detailer. Training provided. Training for future position as a performance detailer. Applicant must possess intermediate to advanced knowledge of Microsoft Word and Excel and or Microsoft 95, experience in reading commercial construction blueprints and an interest in commercial construction. Send resume to:

Detailing Plus
Southfield, MI 48037-0195
Attn: Jim Palmer

COMMERCIAL LEASING/ MARKETING ASSISTANT

Immediate full time position available. Candidate must have college degree, Real Estate License preferred, excellent computer skills (Microsoft Word, Excel and Windows a must). Duties include assisting with marketing leasing and promotional plans and lease documents, maintaining property operational and communication skills. Real Estate experience a plus. Send resume to:

Director of Commercial Properties
PO Box 252054
West Bloomfield, MI 48325
or FAX resume to: 810-851-1633

NOVELL SUPPORT PERSON

Part-time. Experience w/Novell, Windows 3.1 & 95, and Microsoft Office required. $14.00 per hour to start.

Send resume: Novel Support,
12301 Farmington
Livonia, MI 48150, Attn: Marty C.

HARDWARE TECHNICIAN

11th largest systems integrator is looking for a hardware technician to provide maintenance and support of peripheral devices, computer equipment and software to end users within a corporate environment. Knowledge of command-line commands and functions, PC Hardware and configuration and updates, Microsoft Windows NT 4.0 functions and set up features. Minimum 2 years of hardware, software and software troubleshooting experience. We provide the training necessary for employees to remain competitive with ever changing technology. Send resume with salary history to:

Clover
Communications, Inc
41290 Vincent Ct
Novi, MI 48375
Attn Debbie Mason-HR

EOE

MICRO-SOFT CERTIFIED SYSTEMS ENGINEER (MCSE)

Immediate opportunity exists for an MCSE interested in challenging opportunities involving Microsoft Information technology solutions. We're a systems integrator located in Rochester Hills looking for a person that in addition to being technically qualified works well with others and is learn results oriented.

For a confidential interview forward your resume to:

Technical Manager
2338 Waterview Dr.
Rochester Hills, MI 48309
or Fax (248) 852-5526

COMPUTER SYSTEMS MANAGER

Are you creative, motivated & like to design & implement leading edge processes, software & hardware? Join us at VB, have network experience (preferably Novell) & solid db or data base systems & a great problem solver, then send your resume! Our Southfield office of 32 is looking for a person to perform expertise position for this exciting position. Position is very hands-on, is half programming & half designing, manages 2 programmers & reports directly to company president. Full benefit package including dental, 401K, life, disability & production bonuses. Starting salary based on experience & background from $60-$70K. Send resume to:

Human Resources
Attn Systems Manager,
PO Box 5005 Eastpointe, MI 48021
313-4833-2604

COMPUTER AIDED

Office Automation
Install and configure Windows 95 and NT 4.0
Install and configure TCP/IP, Novell, Lotus Notes
Interrelate knowledgable for IBM PC
Send detailed resume and salary requirements to:

Process Development Corporation
Attn: Network Admin
13375 Farmington Rd.
Livonia, MI 48154

COMPUTER OPERATOR WORK NC

To perform set up sheets & cutoff parts for CNC machining. Must have mold experience. Full or part-time.

Call 313-535-7611

COMPUTER PROCESSING COORDINATOR

Full time position available at large Livonia credit association. Report directly to DP along with good organizational skills. Ability to manage multiple tasks. Knowledge of AS/400 operating system, personal computers & Novell network experience are preferred. Call Sandy Selewski 313-522-8290 ext. 224 or fax resume with salary requirements 313-522-8296

COMPUTER REPAIR TECH

Entry level position with national computer firm. Experience helpful but not required. Competitive salary. 24028 Research Dr., Farmington Hills, MI. 48335. (248) 615-4555. FAX: 810-615-4540

COMPUTER TECHNICIAN

Full or part time. Experience required. Call 248-926-9227 or fax resume to: 248-926-9527

CONSTRUCTION

Experienced brick paver installers. Also, 1 year experience required.

1-800-337-5551

CONSTRUCTION

General Superintendent,
Superintendent,
Assistants, Punch Out

Wanted for full time work for builder in NW suburbs on new wood and steel frame construction. We are established, successful builder, looking for experienced applicants only. Health insurance, 401(k). Good salary based upon experience. Send resume and salary requirements to Steven Schlegel, Schlegel Construction, Inc. FAX 248-665-1630

500 Help Wanted General

CONSTRUCTION, GENERAL Laborer, Lakewood Knoll Sub., Lakeshore of Grand River. Apply daily 12-6pm except Thurs.

CONSTRUCTION - HEAVY EQUIPMENT OPERATOR/LABORER

Steady work with overtime. Experience necessary. (810) 752-4032

CONSTRUCTION LABORER/ CLEANUP

Full time, $6.50 hour.
248-348-3600

CONSTRUCTION LABOR

Good pay. Drivers licensed a plus. Canton based. Call 313-495-0490

Construction - Subs for

Insurance Repairs - Roofing
Siding - Drywall - Painting
Carpentry 313-422-4479

CONSTRUCTION SUPERINTENDENT

Wanted for development company in Wayne County. Competitive salary & benefits. Position available immediately. Reply to Box #2197
Observer & Eccentric Newspapers
36251 Schoolcraft Rd.
Livonia, MI 48150

CONSTRUCTION SUPERINTENDENT/ PROJECT MANAGER

for condominium project. Experience required. Salary negotiable. Fax resume to Rex at 248-851-1577.

CONSTRUCTION

WORKING foreman for a Redford general contractor minimum 3 years commercial experience (good pay and benefits). Call: (248) 655-0678

Control Panel Wiring People for Industrial Electrical Controls. Day shift, Farmington Hills area. Benefits. Accepting applications 8am-4pm or mail resume to: Controlex Corp. Inc. 41060 Vincenti Ct., Novi, MI North of Grand River/East side of Meadowbrook.

COOKS & COOK ASSISTANTS DIETARY AIDES

West Bloomfield Nursing Center has immediate openings for cooks, cook assistants, and dietary aides. We offer full benefits. For details contact Maciej Pabel at (248) 661-1600. Apply in person at 6445 W. Maple Rd., W. Bloomfield

COOK

Wanted for preschool in Troy. Must have knowledge of healthy ethnic meals. If you love children, this is the job!

(810) 641-8490

CO OR ASSISTANT TEACHER Livonia pre-school to start immediately. Mon., Wed., Fri. Call (810) 471-2077 or 313-421-0749

COPIER TECHNICIANS - seeking experienced repairmen, preferably possessing a professional manner, to represent our dealerships. Call (248) 348-5900 or Fax resume to 248-348-5034

COPY EDITOR

Want someone who knows how to take pride in editing, and who doesn't mind being the "bumper" for style questions. We want a messenger instead of a "type" person. The Detroit Jewish News is the Midwest's largest, Anglo-Jewish weekly. Mail or fax resume to: copy editor candidates. Please send work samples, cover letter and resume to Phyl Jacobs, Editor, Detroit Jewish News, 27676 Franklin Rd., Southfield, MI 48034

CORPORATE AGENT needed with a minimum of 2 years travel agency experience. Excellent benefits & salary. Mail resume to: Alice Trower, Lovejoy/Tiffany Travel, 1129 Cass Lake Rd., Ann Arbor, MI 48108 or Fax: (313) 995-1642 or call.

COUNTER HELP

Dry Cleaning Plant
Part time. Will train. Apply in person.

One Hour Martinizing
1970 Woodward Avenue
Bloomfield Hills
1444 Walton Blvd., Rochester.

COUNTER HELP

Full or part-time, will train. Lois Gross Cleaners 810-646-0047 or 810-553-0025

COUNTER HELP

Part time. Full time. No experience necessary. Will train. Downtown area. (313) 561-7090

COUNTER & merchandisers needed. 3am-10am or 12noon. Flexible. Mon-Fri. all health club Livonia. No experience. Knowledgable in cosmetics. Call Kate Voice Mail (313) 705-6585

COUNTER TOP FABRICATORS

Experienced
Pay negotiable.
Phone: 248-349-9444

COUNTER TOP INSTALLERS

Subcontractors Wanted
Earn $300-$1200 a week.
Phone: 248-349-9444

COURIER

Full time/part time CADD operators (Autocad R13) for mechanical and electrical consulting firm in Livonia located in Farmington Hills off I-696 and Orchard Lake Road. Strong math background, computer skills required. Business Administration and electrical systems knowledge a plus. Position leads to system design. EOE

Call Steve Engelhardt
(248) 476-5676

COMPUTER COORDINATOR

Are you great keyboard speed? Smart computer coordinator for Detroit Metro area. Knowledge of Mac oriented. Part-time or full-time. Call for details.

(248) 377-0200

Computer

Office Automation
Install and configure Windows 95 and NT 4.0
Install and configure TCP/IP, Novell, Lotus Notes
Interrelate knowledgable for IBM PC
Send detailed resume and salary requirements to:

Process Development Corporation
Attn: Network Admin
13375 Farmington Rd.
Livonia, MI 48154

COMPUTER OPERATOR WORK NC

To perform set up sheets & cutoff parts for CNC machining. Must have mold experience. Full or part-time.

Call 313-535-7611

COMPUTER PROCESSING COORDINATOR

Full time position available at large Livonia credit association. Report directly to DP along with good organizational skills. Ability to manage multiple tasks. Knowledge of AS/400 operating system, personal computers & Novell network experience are preferred. Call Sandy Selewski 313-522-8290 ext. 224 or fax resume with salary requirements 313-522-8296

COMPUTER REPAIR TECH

Entry level position with national computer firm. Experience helpful but not required. Competitive salary. 24028 Research Dr., Farmington Hills, MI. 48335. (248) 615-4555. FAX: 810-615-4540

COMPUTER TECHNICIAN

Full or part time. Experience required. Call 248-926-9227 or fax resume to: 248-926-9527

CONSTRUCTION

Experienced brick paver installers. Also, 1 year experience required.

1-800-337-5551

CONSTRUCTION

General Superintendent,
Superintendent,
Assistants, Punch Out

Wanted for full time work for builder in NW suburbs on new wood and steel frame construction. We are established, successful builder, looking for experienced applicants only. Health insurance, 401(k). Good salary based upon experience. Send resume and salary requirements to Steven Schlegel, Schlegel Construction, Inc. FAX 248-665-1630

500 Help Wanted General

PART-TIME/FULL-TIME HELP

Positions are available for customer service oriented individuals to receive IN BOUND sales calls. Opportunities include:

- NO COLD CALLING
- Day & Afternoon Shifts
- Weekends Off
- Base + commission
- Incentive plan
- Advancement
- 401K retirement

If you have excellent communication skills and some keyboard ability, then we have a position oriented experience, call today to speak with an Employment Specialist.

800-230-7947
313-207-5855

American
Blind and Wallpaper Factory

www.abwf.com

Customer/Computer Support Representative

Service-obsessed individual needed for customer service and computer support in Farmington Hills. Highly effective oral and written communication skills are a requisite. Help desk and/or real estate industry experience helpful. Knowledge of DOS commands, Windows environments, printers, modems, NOVELL service drivers, terminal emulators, and related hardware installation absolutely necessary. Can you do all of the following: 1) customers loop? If so, tell your resume to CSR at Fax: (248) 553-4244 comp at aol.com or email: Jobs@reskomp.com

TIME WARNER CABLE

Customer Service Representative

Part-time, entry level. Must have good phone skills. Apply in person Mon-Fri 9-5pm at 14525 Farmington Rd., Livonia

An EEO/AA Employer (M/F/D/V)

CUSTOMER SERVICE REPRESENTATIVE

Leading medical software computer company seeks individuals for help desk. Medical billing office management experience preferred. Excellent phone communication skills required. Competitive salary & benefit package. Fax resume, salary requirements to (810) 468-8062 Attn Anita

SDM
23855 Denton St
Clinton Twp. MI 48036
No phone calls please

CUSTOMER SERVICE

COMERICA PART-TIME STAFF

Advantage Staffing is recruiting candidates for Comerica's Customer Service/Retail Center. Customer service experience, typing 35 words per minute, 20 or 24 hours/week. Benefits after 30 days. Starting rate $6.00 hr. Call Coleen for appointment

Downtown Livonia EOE m/f/d/v
Birmingham
(248) 646-7500 Livonia
(248) 473-2311

Advantage Staffing

Customer Service

CATALOG ORDER DESK

$7.50-$10.00/HR. DAYS
$8.25-$11.00/HR. EVES

We need enthusiastic people to answer the phones & assist customers with their orders, and to place orders. We provide paid training, excellent benefits, an upbeat office environment & opportunity. Must be available 19 hours/week, flexible during business hours. Applicants must have high school diploma or GED. Will train on Sun. 9-5 and Mon. 9-5.

Call: 810-351-5630

CUSTOMER SERVICE

Customer Service position available at Livonia based power transmission distribution and warehousing company. Position requires strong data entry skills, organized, self motivated and analytical individual that enjoys a fast paced environment. Knowledge of Transportation and/or warehousing helpful but not required. Send resume to:

Personnel/Customer Service
PO Box 510356
Livonia, MI 48151

CUSTOMER SERVICE REPRESENTATIVE

DSSI, a rapidly expanding company who provides purchasing services on computer hardware, software, computer and communication related products, is looking for a highly motivated Customer Service Representative. Candidate should possess an Associates Degree (Bachelors preferred) in Business Administration. Must have related