

**Female Help Wanted**  
**3-2E Office/Clerical**

**PART TIME SECRETARY** for one of our offices. Must have 4-5 years experience. Excellent salary. Call Mrs. Evans, Suburban Personnel. 477-9840.

**Typing, filing, phone and general office assistance.** Part time. Excellent salary. Call Mrs. Evans, Suburban Personnel. 477-9840.

**BOOKKEEPER** - Full charge. General ledger, payroll, taxes, etc. Excellent salary. Call Mrs. Evans, Suburban Personnel. 477-9840.

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**SWITCHBOARD OPERATOR**, some experience. Excellent salary. Call Mrs. Evans, Suburban Personnel. 477-9840.

**Typist/RECEPTIONIST** - PBX (will train). Ad Agency - Livonia requires fast and accurate typist. No other need apply. Excellent salary, fringe benefits. Call Mrs. Smith. 522-5800.

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**Full Time Bookkeeper**, using adding machine. Start \$300 per month. Excellent salary. Call Mrs. Evans, Suburban Personnel. 477-9840.

**SECRETARY** - Full charge. General ledger, payroll, taxes, etc. Excellent salary. Call Mrs. Evans, Suburban Personnel. 477-9840.

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**WARD CLERK** - Typing and telephone assistance. Excellent salary. Call Mrs. Evans, Suburban Personnel. 477-9840.

**SECRETARY** - Full charge. General ledger, payroll, taxes, etc. Excellent salary. Call Mrs. Evans, Suburban Personnel. 477-9840.

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**EXCELLENT SECRETARIAL** opportunities. Available immediately. Call Mrs. Evans, Suburban Personnel. 477-9840.

**Now Taking Applications** - General Office. Typing, filing, phone, etc. Excellent salary. Call Mrs. Evans, Suburban Personnel. 477-9840.

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**HOSPITAL Insurance Claims Clerk**, no fee. Northland - 2000 W. 12 Mile Rd. Call Mrs. Evans, Suburban Personnel. 477-9840.

**AN EQUAL OPPORTUNITY** employer. We are seeking a lady with typing skills at 45-50 hours per week. Excellent salary. Call Mrs. Evans, Suburban Personnel. 477-9840.

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**SECRETARY** to 4000. Fee paid. For expert sales organization. Over 20 years experience. Southfield. Call Mrs. Evans, Suburban Personnel. 477-9840.

**SECRETARY** for district sales office. National company. 15-18 Mile area. General office duties. Excellent salary. Call Mrs. Evans, Suburban Personnel. 477-9840.

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**CLERK-TYPIST** - Good typist, figure work, filing, learn computer. Ace Control. 476-3033.

**GENERAL OFFICE** with bookkeeping experience. Must type. Call Mrs. Evans, Suburban Personnel. 477-9840.

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**GIRL FRIDAY** - To learn finance business in small office in western suburb. Must type. Benefits. 477-9840.

**ASSOCIATES** - Financial Services. 1480 Sheldon Road, Plymouth. 477-9840.

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**EXPERIENCED** figure typist (including) for calculator experience. Excellent salary. Call Mrs. Evans, Suburban Personnel. 477-9840.

**BOOKKEEPER** - Experienced. To Unit balance. Experience. Grand River and 10 Mile Rd. area. Farmington. Call Mrs. Evans, Suburban Personnel. 477-9840.

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**SECRETARY** - Part time or full time. For law firm. Must have minimum typing of 65 WPM. Northland. 2000 W. 12 Mile Rd. Call Mrs. Evans, Suburban Personnel. 477-9840.

**DIRECT SALKS**, draperies, etc. Excellent salary. Call Mrs. Evans, Suburban Personnel. 477-9840.

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**INTERVIEW** part time evenings. Ideal for mother with children. Excellent salary. Call Mrs. Evans, Suburban Personnel. 477-9840.

**MOTHERS**, I have a job for you. Weekly check, no fee. Excellent salary. Call Mrs. Evans, Suburban Personnel. 477-9840.

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**REAL ESTATE** - Sales training to help get you started. Progressive Company. Up to 90% commission plan. For further information call Mr. Barr - 522-2900.

**NORWOOD** - Female Help Wanted. 522-5800.

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**Now Hiring** - COMPTONETER OPERATORS. FULL TIME. LIBERAL COMPANY BENEFITS. Apply in Person. PERSONNEL DEPARTMENT. SEARS. 29500 W. 7 MILE at Middlebelt. LIVONIA. An Equal Opportunity Employer.

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**3-2 Situations Wanted, Female** - FASHION Stylist, dress making. Excellent salary. Call Mrs. Evans, Suburban Personnel. 477-9840.

**DEPENDABLE** mother will babysit one child, 3 years or older. Mon. through Fri. Your transportation. 453-0716.

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**CHILD CARE** by mother and former public school teacher. Experience with pre-schoolers. Church class. Loving, protective attention and a planned routine geared to child's development. Call Mrs. Evans, Suburban Personnel. 477-9840.

**EXPERIENCED** mother will care for her child, 3 years or older. Mon. through Fri. Your transportation. 453-0716.

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**SEAMSTRESS** Sewing for alterations, adult and children clothing. Very reasonable rates. Call Mrs. Evans, Suburban Personnel. 477-9840.

**WOMAN**, age 21 seeking employment. B.S. Degree. Police identification. - Distinctive. And Prevention. Full or part time. Please write to Box 2128, Schoolcraft, Livonia 477-9840.

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**A Better Maid Is A JIFFY-MAID** - Call Jiffy-Maid, Inc. for the ultimate in Domestic Maid Service. Fully insured, screened, dependable. 557-6173.

**SEAMSTRESS** Quality sewing, quick service and reasonable rates. Call Mrs. Evans, Suburban Personnel. 477-9840.

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**FIRST CLASS Dressmaker**, Southfield, 15 years experience. Alterations, wedding-dresses, etc. 1930 Hennell, Livonia. 453-0716.

**3-2 Situations Wanted, Male/Female** - COUPLE, experienced in all phases of cleaning and floor care. Domestic and commercial. Reasonable. Call Mrs. Evans, Suburban Personnel. 477-9840.

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**3-2 Education, Instruction** - HIR SUBURBAN DRIVING SCHOOL - Youths and adults, classes starting immediately. Redford Township. 453-0716.

**BEGINNER** Yoga class, Wed. 7:30-8:30 p.m. 5 Mile. Call Mrs. Evans, Suburban Personnel. 477-9840.

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**QUALIFIED**, experienced teacher of piano or organ in home. Ask for Mr. Carl. Redford. 453-0716.

**TUTORING** service by qualified piano or organ teacher. Call Mrs. Evans, Suburban Personnel. 477-9840.

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**CLASSES IN PIANO**, pre-school and early grades. Graduate of Detroit Institute of Musical Arts. Southfield area. 453-0716.

**COMPLETE** phone home reading improvement course for children or adults with photograph record and transcript. Call Mrs. Evans, Suburban Personnel. 477-9840.

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**ALL POINTS DRIVING SCHOOL** - Winter, beginners, patient instruction. Confidence building. Call Mrs. Evans, Suburban Personnel. 477-9840.

**4-11 Home Services** - STORMS and screens repaired. Lottier. Pro Hardware. 2910 W. 5 Mile Rd. at Middlebelt. Livonia. 453-0716.

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**WE WISH** to thank the neighbors and friends of Pauline N. 3035 W. 12 Mile Rd. at Middlebelt. Livonia. 453-0716.

**CARPENTER**, remodeling, repair, cabinets, painting, etc. Call Mrs. Evans, Suburban Personnel. 477-9840.

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**I'M NOT** the plumber nor the painter's wife. I shall soon have a quick change of color. Call Mrs. Evans, Suburban Personnel. 477-9840.

**THE FAMILY** of Walter Kleinhardt wishes to thank their many friends and relatives for kindnesses extended to them in their recent bereavement. Also the Schrader Funeral Home and Mr. & Mrs. Richard Lath. Mr. & Mrs. Marvin Kleinhardt, Mrs. Ruth Kleinhardt. 453-0716.

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**4-11 Home Services** - MUST SELL everything, furniture, china, etc. Lakewood. 453-0716.

**30" ELECTRIC STOVE**, 3-piece bedroom set, cheap. 477-9840.

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**18-18** washer, gas dryer, bed room set, 12x12, pink plush carpeting, carpet runners, doormats, etc. Call Mrs. Evans, Suburban Personnel. 477-9840.

**REDFORD** Joyce Community. 453-0716.

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**HANDYMAN**, experienced in carpentry and repair work. Call Mrs. Evans, Suburban Personnel. 477-9840.

**Have you checked the HOUSEHOLD SERVICE DIRECTORY AND Buyer's Guide** for the many fine Advertisers listed there? 474-0911.

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**M. CORELIK** - PROFESSIONAL PAINTING/DECORATING. Residential and Commercial. Customer Work Guaranteed. LICENSED - INSURED. 474-0911.

**Female Help Wanted**  
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**FOUND**: Backpack, male dog. Northfield Rd. area. Call Mrs. Evans, Suburban Personnel. 477-9840.

**LOST**: Keychain, women's sweater-type gold wire frame. Black vinyl case. Possibly Northland area. Reward. After 3 p.m. 476-3425.

**Female Help Wanted**  
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**LOST**, ladies' Hamilton white Gold 12 and 12 1/2. 474-0911.

**LOST**: Small male Collie, vicinity 7 Mile and Middlebelt. 474-0911.

**Female Help Wanted**  
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**LOST**: Women's diamond ring at Bargain Town parking lot. Reward. 474-0911.

**LOST**: German Shepherd, female, black and tan, choker chain, 1275 Wayne Rd. 474-0911.

**Female Help Wanted**  
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**3 MONTH** old, Keweenaw, female. Gray with black face. 8 Mile, Haggerty area. Reward. 474-0911.

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