4-2 Help Wanted, Female

...tistic company moving to Northwest area. A... positions for said with fun minded. Opening for secretaries, typist and general office. Call Mr. Mastura 477-7080

WORKING Girls Friend. International Personnel 474-7210

GRADUATE. Call Kay today for the job you want in the AREA you want! Register now! Snelling & Snelling Personnel. 353-6500

JUNE GRADS

We have many jobs for you where you can INTERVIEW NOW and go to work after graduation. Come in and register AT ONCE for the following positions.

Receptionist, doctor's office	$325
Receptionist, phone	$300
Receptionist, learn PBX.	$350
Receptionist, accurate typist	$350
Receptionist, good at figures	$325
Receptionist, like typist.	$325
Teller, trainee	$300
Typist, filing	$325
Typist, messenger	$325
Typist, law office	$300
Typist, advertising agency	$325
Typist, stocks and bonds	$375
Typist, clinic	$325
Typist, Publishing	$325
Steno, Clerk	$390
Steno, lite shorthand	$380
Steno, real, estate	$425
Steno, meet public	$400

DOROTHY DAY
18210 GRAND RIVER
WEST OF SOUTHFIELD
VE 8-3138

WORKING Girls Friend. International Personnel 474-7210

WANTED: One lucky gal to help pleasant boss as his people greeter. $ open. Call Kay Star, Snelling & Snelling Personnel. 353-6500

4-2 Help Wanted, Female

TYPIST. Nice Farmington office. Good work variety. $380. No fee paid. Call Mrs. Allen, B&B Personnel. GR 4-5401

FEE PAID SECRETARY

Here's your chance to advance with prestige firm. $440. Pat.
SNELLING & SNELLING
Personnel
353-6500

SECRETARY. Lots of public contact in a plush friendly sales office. $515. Advance to executive now. Call Mrs. Allen, B&B Personnel. GR 4-5401

GRADUATE. Call Kay today for the JOB you want in the AREA you want! Register now! Snelling & Snelling Personnel. 353-6500

GENERAL office. Interesting variety and public contact in a busy purchasing office. $385. Call Mrs. Allen, B&B Personnel. GR 4-5401

WANTED: One lucky gal to help pleasant boss as his people greeter. $ open. Call Kay Star, Snelling & Snelling Personnel. 353-6500

BOOKKEEPER. For a girl who can take charge. $645. fee paid. Call Mrs. Allen, B&B Personnel. GR 4-5401

JUNE GRADUATES

Check the Start Right Jobs in the Permanent Staff Co. help wanted ads.
PERMANENT STAFF CO.
538-9220
18234 W. 7 Mile Rd.
Detroit
or
1621 Penobscot Bldg.
961-6256

AGENT-AIRLINE $500

Young girls, 19 to 26, for tickets and reservations. All travel. Bonuses and public contact. Immediate openings for the right girls. Call Sandy.
A & A PERSONNEL
255-1340

THE PERMANENT STAFF COMPANY

ACCOUNTING CLERKS. (3) At least 6 months experience or recent bookkeeping courses. Good appearance $400.

GIRL FRIDAY. Age-around sharp girl. Good typing, lite dictation and charming phone voice. Some experience preferred .....$350.

GENERAL OFFICE. GOOD TYPING SKILLS AND A PLEASANT YOU WILL MAKE YOU indespensable to this exciting growing company. Some experience required. $375.

KEY PUNCH OPERATORS. Some experience necessary. Day and night shifts openings .....$325-$375.

SECY'S (3) Ready to step into supervisory position. Executive skills necessary, beautiful offices. Experienced only .....$485. up.

CLERK TYPIST (3) Experienced in bookkeeping and general office work required. Mature women with leadership abilities a must .....$375-$425.

TAB. OPERATORS. Sharp bright girl, neat appearance. No experience .....$350.

INSURANCE CLERK. Outstanding figure aptitude necessary to be trained in the art of insurance rater. Light typing, some experience .....$325.

AIRLINES
KEYPUNCH

FOR MORE INFORMATION
Please call us today or stop in for a chat at our convenient Northwest office . . . Lots of other jobs available too.

THE PERMANENT STAFF COMPANY
538-9220
18234 W. 7 MILE ROAD
1621 PENOBSCOT BLDG.
961-6256

4-2 Help Wanted, Female

LIKE PEOPLE?

If you have a warm personality, N.W. doctor will teach to handle reception desk and schedule appointments for his patients. Work consists of answering phones, keeping records, greeting and ushering in patients. Start at $325 with raises as you learn. See DOROTHY DAY Personnel, 18210 Grand River, West of Southfield or call VE 8-3138.

STILL ON THAT HO-HUM OFFICE JOB

Here it is. Change now. $6,000 plus a car. Call Mrs Combs at International Personnel Service, 474-7210.

BEN CASEY

needs you! Medical assistant position open now. Call Mrs. Combs, 474-7210.

INTERNATIONAL PERSONNEL

NCR TRAINEE: Suburban insurance company will train gal with liking for figures. Many benefits, tuition aid. Nora. Snelling & Snelling Personnel. 353-6500

GENERAL OFFICE

Light shorthand, dictaphone, general duties with fine established company. Age and salary open. Fee paid.
WILLIAMS SERVICES, INC.
DOWNTOWN
1225 Penobscot Bldg.
962-4036
NORTHLAND
906 Northland Towers E.
444-1516 353-1030.

SECRETARY NO SHORTHAND FEE PAID $540

Comptroller of N.W. firm wants secretary, who can use dicta-phone and electric typewriter. She will handle all secretarial details. He prefers girl 24-40 with recent office experience. Company pays fee. See DOROTHY DAY Personnel, 18210 Grand River, west of Southfield or call VE 8-3138.

SECRETARY

Excellent opportunity. Pleasant working conditions and fine benefits. Fee paid.
WILLIAMS SERVICES, INC.
Downtown
1225 Penobscot Bldg.
962-4036
Northland
906 Northland Towers E.
444-1516 353-1030

RECEPTIONIST, TO $400
Needs sharp gal, front desk. H.S. G. Young management.
CALL JAN
255-1340
A & A PERSONNEL

SECRETARY. Meet interesting people in a beautiful Northland office. $440. Fee paid. Call Mrs. Allen, B&B Personnel. GR 4-5401

4-2 Help Wanted, Female

RECEPTIONIST. A fun job for a girl who likes variety. Call Mrs. Allen, B&B Personnel. GR 4-5401

COLLEGE STUDENTS WITH AMERICAN GIRL Needs You

Stenographers
Typists
Clerks
ALL OFFICE SKILLS
We have permanent assignments during your vacation.
LIVONIA GA 5-0542
DEARBORN 565-8010

BEGINNER $300
For speedy results in the area you want, are you ambitious, type some? Call R. Boyd.
SNELLING & SNELLING
Personnel
353-6500

RECEPTIONIST FEE PAID

Great representatives! Pleasing phone voice. Type bit. $360. Hurry! Call Joan Leslie.
SNELLING & SNELLING
Personnel
353-6500

UNRAVEL WITH TRAVEL $425
Travel agent, no experience. Lively agency for sharp gal.

WRITE FAST? TO $450
Then you too can be a Steno. good typing speed, benefits.

FILE & SMILE $350
Some typing and variety. A lovely office needs file gal.

All Fees Paid—Call Jeannie
A & A PERSONNEL 846-2655

WITT AMERICAN GIRL

Has interesting temporary assignments close to home.
Stenos, typists, Jr., Sr., IBM Executives, Dictaphone operators, IBM 6400 Bookkeeping machine. All office skills.

HIGH RATES
VACATION PAY
HOLIDAY PAY,
BONUS
LIVONIA GA 5-0542
DEARBORN 465-8010

SUBURBAN JOBS

Immediate openings for Stenos, Secretaries, Typists, Bookkeepers, Key Punch and General Office. Experienced and beginners. In the Farmington area. Many fee paid. Call Mrs. Allen, GR 4-5401, B & B Personnel.

SECRETARY—$500 PLUS—RUSH
Light type and shorthand, great opportunity! Benefits, top job. Fee paid. Needs a sharp gal.
CALL JAN
255-1340
A & A PERSONNEL

RUN—DON'T WALK!
FEES PAID
$500 up. Attractive woman to call on executives. Must like public contact, will train. Work 5 days, 9-4:30. Benefits.

$500. Good Secretarial skills. Will put you in plush office and area. Congenial people.

$350 up. Attractive, neat, like people. Get smile, type? Call Jean. A & A Personnel, 846-2655.

AIRLINE

Reservationist	$480
Stewardess	400
Ticket Agent	500

TRAVEL BONUS INCLUDED
CALL JOANNE 255-1340
A&A PERSONNEL

P.B.X. OPERATOR for Southfield office. Fee paid. Call Mrs. Swanson. Advance Personnel. 477-7080

JUNE GRADUATES
Check the Start Right Jobs in the Permanent Staff Co. help wanted ads.
PERMANENT STAFF CO.
538-9220
18234 W. 7 Mile Rd.
Detroit
or
1621 Penobscot Bldg.
961-6256

ACT I

Be the leading lady in plush office! Type accurately. Great Benefits. $345+FEE. Quick pick.
SNELLING & SNELLING
Personnel
353-6500

AIRLINES RESERVATIONS $415

Airline company will train sharp and attractive girl, 20 up, for airline reservation work. Must be accurate typist and enjoy meeting and working with public. Automatic increases to $610 per month. Free travel privileges. See DOROTHY DAY Personnel, 18210 Grand River, West of Southfield or call VE 8-3138.

FIGURE CLERK $380

Want a position with a real future? Smart people call on us. Why don't you? Call R. Boyd.
SNELLING & SNELLING
Personnel
353-6500

INSURANCE GAL

$500—FEE PAID
TYPE 40, SHORTHAND
HELPFUL
SUBURBAN LOCATION.
CALL MRS. SIDEN
A & A PERSONNEL
255-1340

JUNE GRADUATES
Check the Start Right Jobs in the Permanent Staff Co. help wanted ads.
PERMANENT STAFF CO.
538-9220
18234 W. 7 Mile Rd.
Detroit
or
1621 Penobscot Bldg.
961-6256

4-2 Help Wanted, Female

Vault Clerk

No experience. Must be a sharp girl and bondable. 5 day week, fee paid. Call Mrs. Combs.

19046 Middlebelt 474-7212
INTERNATIONAL PERSONNEL

JUNIOR TYPISTS

Alert, industrious young ladies. Unlimited potential. Fee negotiable.
WILLIAMS SERVICES, INC.
Downtown
1225 Penobscot Bldg.
962-4036
Northland
906 Northland Towers E.
444-1516 353-1030

BORED SECRETARY

Wouldn't you like a more exciting job? Call the working girls' friend.
INTERNATIONAL PERSONNEL
19046 Middlebelt 474-7210

TRAVEL BOUND $500

If you are a H.S.G., 19-26, willing to train for an exciting career in the airlines, call Jan.
255-1340
A&A PERSONNEL

FEMALE-007

Will be trained by the world's largest investigating agency. Excellent advancement potential. All benefits. Call Mrs. Combs, 474-7210.
INTERNATIONAL PERSONNEL

PURCHASING TRAINEE $585

Company will train girl, college grad, who is interested in CAREER position. They like girl with journalism background or writing ability. She will purchase all office supplies and eventually equipment. Only lite typing necessary. Company will reimburse fee. See DOROTHY DAY Personnel, 18210 Grand River, west of Southfield or call VE 8-3138.

STENOGRAPHER
PBX-CASHIER
SECRETARIES
(Typing-Shorthand)
CAR BILLER
(Experienced)
WESTLAND
EMPLOYMENT BUREAU
6900 N. Wayne Rd.
728-8600

PART TIME FULL TIME

- SECRETARY
- TYPISTS
- KEYPUNCH COMPTOMETER
- CLERICAL
- GENERAL OFFICE
- SWITCHBOARD

Please register with us today.
ALLIS-JOHNSON
PERSONNEL
15195 Farmington Rd.
425-3000

DOCTOR'S OFFICE $400
Permanent front desk duties. Great Patients. Experienced. M. Morgan.
SNELLING & SNELLING
Personnel
353-6500

JUNE GRADUATES
Check the Start Right Jobs in the Permanent Staff Co. help wanted ads.
PERMANENT STAFF CO.
538-9220
or
18234 W. 7 Mile Rd.
Detroit
1621 Penobscot Bldg.
961-6256

STENO

Northwest Area, plus diversified general office work. $400-$420. No fee.
RENEE PERKINS PERSONNEL
15827 Grand River
VE 6-5070

HOUSEWIVES

Come out of retirement. We need many experienced stenos, typists, office and clerical help. Call Mrs. Dailey, 477-8111.
INTERNATIONAL PERSONNEL
31628 Grand River
477-8111

SECRETARY, $420

Nationwide Company has the spot of the year for you. Be your own boss. No Fee. Jan.
SNELLING & SNELLING
Personnel
353-6500

SWITCHBOARD receptionist, ¼ fee paid. Grand River-Beltline area. $390. Raise in 3 months. Motor City Employment. 14257 Greenfield. 835-7004

RECEPTIONIST

and light typing for young girl. Doctor's office Northwest area. $233.
RENEE PERKINS PERSONNEL
15827 Grand River
VE 6-5070

BOOKKEEPER $500

Plush office, top firm. Be on your own! Call Mary Morgan.
SNELLING & SNELLING
Personnel
353-6500

GIRL FRIDAY FEE PAID $475

Junior girl, 19 up, who is fast typist and has had some legal experience preferred. No shorthand necessary. Beautiful offices in N.W. Detroit. Company pays fee. RUSH! See DOROTHY DAY Personnel, 18210 Grand River, west of Southfield or call VE 8-3138.

TRAVEL TRAINEE $300

Lots of potential for-young lady with ambition. Like working with people? Call Nora!
SNELLING & SNELLING
Personnel
353-6500

4-2 Help Wanted, Female

TELEVISION-RADIO SECRETARY

You'll meet actors, models and loads of other interesting people as a secretary in the office of a major TV and Radio studio. Call Mrs. Combs, 474-7210.
INTERNATIONAL PERSONNEL

FUN JOB $320

Type! Phone! Sales Office! Good for beginner. Opportunity to advance. See Zelda Gray.
SNELLING & SNELLING
Personnel
353-6500

Northland Area Jobs for Girls

Doctor's Assistant, Meyers	$310
Jr. Receptionist-Typist, Northland	$325
Receptionist-Secretary, Puritan	$400
Receptionist-Typist, Greenfield	$390
Girl Friday, Southfield.	$425
Receptionist Trainee, Meyers	$346
Office Clerk, Trainee, W. 6 Mi.	$300
Private Secretary, Schaefer	$500
Phone Girl, Trainee, W. 8 Mi.	$300
Full Charge Bookkeeper, Madison Heights	$476
Variety Girl, Telegraph.	$400
Jr. Girl Friday, W. 8 Mile	$400
Secretary, NO SHTD., N. W. Area	$475
Secretary, Corporate Management, RUSH, No Shorthand	$475
Interviewer—Public Relations Trainee, Grand River	$325

GRAEBNER'S Northland
347 SOUTHFIELD
OFFICE PLAZA
17000 W. 8 MILE RD.
444-8030

BOOKKEEPER, $725

Woman or man with good bookkeeping or accounting background in manufacturing for N. W. firm. Age open. Fee can be negotiated. See DOROTHY DAY Personnel, 18210 Grand River, West of Southfield or call VE 8-3138.

FIGURE IT OUT $450

Helpful, capable bookkeeper - typist needed at major company. Could be you. Beth Peters.
SNELLING & SNELLING
Personnel
353-6500

GIRLS GIRLS GIRLS

KEY PUNCH
OPERATORS

Some experience, but more important is fast accurate work. Company is in Northland area in brand new building. Good salary with quick increases. Call Mr. Sallen, 353-4150

RECEPTIONISTS

Exciting position for attractive alert girls with good phone voice. Must be H. S. grad. and be able to type a little. Experience not necessary but would be helpful. Call Miss Lea,
353-4150

POLICY CLERK

Neat young H. S. grads., who have some experience in an insurance company office and can type, will want to investigate this offer. Excellent pay and fringes. Call Mrs. Lawrence,
353-4150

TYPIST

Are you an accurate typist? Would you like to work toward secretarial duties? Good starting salaries and all benefits. If you are a H. S. graduate call Mrs. Harma,
353-4150

BOOKKEEPERS

Capable of handling company books accurately? Top working conditions in convenient location. Call Mrs. Wharrem,
353-4150

International Personnel
25250 W. 8 Mile
Southfield

SMILE AWHILE $375

Be happy, well groomed and efficient. Type some at front desk. A gem. Call Beth Peters.
SNELLING & SNELLING
Personnel
353-6500

CLERK-TYPIST: No speed demon needed. Accuracy and willingness to learn can mean up to $400 for you. Call Sue, Snelling & Snelling Personnel. 353-6500

TYPIST

Northwest Area. Some light figure. $433.
RENEE PERKINS PERSONNEL
15827 Grand River
VE 6-5070

WHITE COLLAR GIRL

Suburban location. Excellent opportunity with gray flannel surroundings. Call Mrs. Acosta, 474-7210.
INTERNATIONAL PERSONNEL

MEET PUBLIC FEE PAID $410

Girl with out-going personality and attractive appearance wanted by N.W. firm. She will greet and screen all visitors and phone calls for executive offices. Must be tactful and sure of herself as will deal with important people. Must type. Excellent promotional possibilities. Company pays fee. See DOROTHY DAY Personnel, 18210 Grand River, west of Southfield or call VE 8-3138.

4-2 Help Wanted, Female

FREE

(on positions listed)

JR. SECRETARY Public contact spot for sharp beginner $350
PUBLIC RELATIONS SEC'Y for lovely new office. Variety $450
RECEPTIONIST-typist handles variety job at front desk. $325
GIRL FRIDAY for sales office offers interesting contacts, fast advancement $475
BOOKKEEPER handles books thru t/b, enjoys full benefits, to $600
JR. TYPIST - good future for beginner. Fast raises. . . $350
SECRETARY, NO SHORTHAND. Ideal spot for girl who likes variety $385

TOWNE PERSONNEL
Dearborn CR 4-7250
Northwest BR 3-6900
Downtown 963-4554

RECEPTIONIST $412

If you like office atmosphere, join lovely office. You can advance with firm! Mrs. Gray.
SNELLING & SNELLING
Personnel
353-6500

RECEPTIONIST LEARN PBX

FEE PAID $390
Sharp and attractive girl with nice smile to learn to operate PBX and greet visitors at reception desk of N.W. firm near Schoolcraft. Must type and have some office experience. Age open, company pays fee. See DOROTHY DAY Personnel, 18210 Grand River, West of Southfield or call VE 8-3138.

YOUNG TYPIST $75

High school grad. No experience necessary. Call Pat.
INTERNATIONAL PERSONNEL
31628 Grand River
477-8111

BRAND NEW OPENINGS
FOR
NORTHWEST PERSONNEL
JOBS LISTED WILL BE PAID
BY EMPLOYERS.
PLEASE CALL TODAY

TYPIST. Some payable experience, lots of public contact. $375.

TYPIST. Good skill, no experience, many benefits . . $350.

CREDIT ASSIST. Opportunity for creative gal, lite bookkeeping and credit background. $400.

STENO. Good typing, shorthand skills, many benefits. Exper. .....$400.

SECY. Sharp girl to work for executive. Lots of shorthand, some public contact. Experienced only .....$480.

SECYS. Excellent skills in shorthand and typing required. New beautiful offices. Good benefits. .....$450.

BOOKKEEPER, Mature woman, up to General Ledger, some public contact. Good benefits. Experienced .....$450.

TELLER TRAINEES. Good opportunity to gain experience. Good figure aptitude necessary. Fee reimbursed. . . $300.

AIRLINE RESERVATIONISTS — Chance to travel. Great fringe benefits. .....$355-$450

PERMANENT STAFF CO.
538-9220
18234 W. SEVEN MILE RD.,
DETROIT OR
961-6256

BEAT THE RUSH!

Make that change NOW to more money, better job. Don't let a June graduate fill it. See Sue.
SNELLING & SNELLING
Personnel
353-6500

SECRETARY

NO SHORTHAND $475
Girl 25-45, with good general office background for lovely N. W. sales office. Must be good typist and be fairly good at figures as will handle records. Good phone personality as lots of phone contact with clients. Company pays fee. See DOROTHY DAY Personnel, 18210 Grand River, West of Southfield or call VE 8-3138.

General Office, $320

Like a friendly atmosphere? Like to type? Call Laura Lee.
SNELLING & SNELLING
Personnel
353-6500

SECRETARY

Must have shorthand and typing skills. Experience preferred. Call Pat.
INTERNATIONAL PERSONNEL
31628 Grand River
477-8111

GENERAL OFFICE

Excellent position, one girl office, in Northland for girl who likes diversified work. Some bookkeeping, no shorthand. 450-500. Fee reimbursed.
RENEE PERKINS PERSONNEL
15827 Grand River
VE 6-5070

Executive Secretary, fee paid ..... To	$575
Stenos, many, fee paid ..... To	500
Assistant Bookkeeper, fee paid	433
General Office, accounting, fee paid	390
P.B.X. Typists, fee paid ..... To	430
M.T.S. Typist, negotiate	400
Clerical, many openings, negotiate ..... To	350
Dictaphone Typist, negotiate	390
Billing Clerk	360
Comptometer, Typist . .	460
Keypunch, experience, shift ..... To	500
Car Biller, experience, dealership	433
Payroll Clerk, machine background	390

JUNE GRADS REGISTER NOW
FOR PERMANENT POSITIONS
Allis Johnson
PERSONNEL
15195 FARMINGTON RD.
425-3000

4-2 Help Wanted, Female

METROPOLITAN PERSONNEL

"WHERE OPPORTUNITY KNOCKS"

Typist	$368
Customer Service	277
Bill Adjustor	303
Public Relations Secy ..	500
Clerical	344
Secretary	471
Clerk, medical records . .	303
Comptometer	418
Clerk Typist	394
Admissions Secy, fee paid	450

CALL 272-7400 NOW!!
METROPOLITAN PERSONNEL
16401 W. 8 Mile Rd., Detroit

SWITCHBOARD Receptionist, near Metro Airport. No fee. Salary $400. Motor City Employment. 14257 Greenfield. 835-7004

YOUNG WOMAN UNDER 50 $500 PLUS BOOKKEEPER

General ledger. Full charge. Experience a must. Call Mrs. Dailey.
INTERNATIONAL PERSONNEL
31628 Grand River
477-8111

CAREER MISS $400

Sharp girl will get this one. Opportunity awaits. Call Laura Lee.
SNELLING & SNELLING
Personnel
353-6500

GIRL FRIDAY $435

N. W. sales office wants girl with supervisory potential and good clerical background. Will be promoted to supervision of 4 other employees. She will act as liaison between clients and salesmen, setting up their appointments. Must type. Interesting, non-routine job for girl with out-going personality. Fee can be negotiated. See DOROTHY DAY Personnel, 18210 Grand River, West of Southfield or call VE 8-3138.

GIRLS! WOMEN! JOBS!
Don't let your skills be dormant—put them to use. Call me if experienced in bookkeeping. Mrs. Dailey.
INTERNATIONAL PERSONNEL
31628 Grand River
477-8111

4-3 Help Wanted, Male and Female

Dishwasher

Days. Full time. Apply in person.
SHERWOOD INN
36071 Plymouth Rd.
Livonia

FULL TIME Real Estate salesmen needed at once. Experience not necessary, will train. Call Gilbert Vanderburg. Vanderburg Realty, 261-1770

MR. JOSEPH'S BEAUTY STUDIO
28436 Joy Rd., Livonia, between Inkster and Middlebelt. Two High Fashion beauty operators. Good working conditions, guaranteed salary with 50% commission, vacation pay after 1 year. 425-4466 or 261-2699.

4-3 Help Wanted, Male and Female

APPRAISERS
SALESMEN OR SALESWOMEN

No experience necessary for one of Wayne County's most progressive Real Estate Firms. Excellent salary plan while training, plus such fringe benefits as:

1. Hospitalization
2. Major Medical
3. Group Life Insurance
4. Profit Sharing
5. Bonus Plan
6. Advancement
7. $12,000 to $20,000 (1st year earnings)

Our expansion program calls for many new employees. For confidential interview call:

YORK
ASK FOR MR. KELLO
261-4600

BEAUTICIANS

Up to 60% commission. Elegant new shop for established business in area. Vacation pay and hospitalization. 349-0064.

PRODUCTION AND ASSEMBLY WORKERS

- Paid Hospitalization
- Profit Sharing Plan
- Pension Plan
- Plenty of Overtime
- Excellent Rates
- Steady Work

APPLY
STAHL MANUFACTURING CO.
12282 Woodbine Ave.
VICINITY PLYMOUTH-TELEGRAPH RDS.

DECORATOR CONSULTANT
EXPERIENCE
FULL TIME

- Fringe Benefits

Apply In Person
Personnel Dept.
SEARS
29500 W. 7 MILE RD.
LIVONIA
An Equal Opportunity Employer

DISHWASHER
Full Time
Apply,
MAYFLOWER HOTEL
827 Ann Arbor Tr., Plymouth

"START RIGHT" JOBS

For The Graduating Class

ADVERTISING

FUN AND SOPHISTICATION. CAN LEAD TO VARIETY OF CAREERS. IN THIS INDUSTRY, WOMEN HAVE AN EQUAL OPPORTUNITY TO SUCCEED.

RECEPTIONIST — 100% cheery and self-controlled. Typing always helpful. $75-80.

MEDIA ESTIMATOR — To be trained in the mechanics of graphic advertising. Rapid advancement for those who can use their math aptitude and common sense $85-90.

LIBRARY ASSISTANT — To help locate and compile research material. Increases in responsibility and income by merit, not age. $70-75.

ACCOUNT REPRESENTATIVE SECRETARY — Hectic but fascinating job. Controlling the details of super-active executive. Good skills, patience and initiative. $90-100.

GENERAL OFFICE. Variety is the key word. You think for yourself and get credited or debited accordingly. $75-85.

INSURANCE

INDUSTRY OFFERS LOTS OF OPPORTUNITIES EITHER TO DEVELOP JUDGEMENT AND TO ACQUIRE RESPONSIBILITY, OR TO WORK IN A SIMPLE, 9-5 JOB. IT IS SO VAST AND COMPLEX THAT ALL EMPLOYMENT CONDITIONS EXIST IN ONE AREA OR ANOTHER. FOR EXAMPLE:

UNDERWRITER TRAINEE — With good math aptitude and knowledge of business machines. A girl with some working experience can start at $85.

SECRETARY — Personnel Department — Varied work dealing with people, Good typing and medium shorthand. $80-95.

TYPIST — Average job skills required for average job paying average of $70-75.

RATER TRAINEE — Thorough development program leading to merit promotions.

MEDICAL

THIS INDUSTRY HAS DOUBLED IN THE LAST TEN YEARS AND WILL DOUBLE IN THE NEXT TEN. THE OPPORTUNITIES MATCH THE PACE OF DEVELOPMENT. EXCELLENT BENEFITS INCLUDING PAID INSURANCE AND EDUCATION ASSISTANCE.

RECEPTIONIST — Learn how to control people in difficult situations. $70-75.

CUSTOMER SERVICE REPRESENTATIVE — Arranging all the details, obtaining and checking credit information. $75-80.

LAB ASSISTANT — Help with research projects. Should be good at calculating. $85-90.

MEDICAL SECRETARY — Lot of openings for girls with some knowledge of medical terminology. Great demand means great promotions for girls with good skills.

MEDICAL CLAIMS PROCESSOR — Utilize basic judgement and mental stamina. Leads to medical correspondent positions with much higher income. $70-85.

Manufacturing

GENERALLY HIGHER INCOME, BETTER BENEFITS AND MORE CONVENIENT LOCATIONS AND LOTS OF CHALLENGE.

SECRETARY — Junior job to start, but good chance to advance for bright girl with initiative who is willing to accept responsibility. $90-105.

GENERAL OFFICE — Diversified duties, high spot for girl to acquire self-discipline and to show her real ability. $75-85.

RECEPTIONIST — Switchboard, high visibility position for cool-headed girl. Will train on modern equipment. $75-85.

ASSISTANT BOOKKEEPER — Practical experience is what you need after having been TRAINED FOR SO LONG. Lots of advancement opportunities. $105. Some public contact.

FOR MORE INFORMATION
Please call us today or stop in for a chat at our convenient Northwest office . . . Lots of other jobs available too.

THE PERMANENT STAFF COMPANY
538-9220
18234 W. 7 MILE ROAD
1621 PENOBSCOT BLDG.
961-6256

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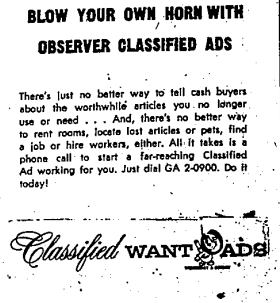

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