143 Male Help Sales

REAL ESTATE. No experience required. We will train you. Must be over 21. Weekly draw. Call Mr. Floyd. 478-6194

151 Female Help Wanted

A-1 RECEPTIONIST, large dental practice, multi phone, typing, filing etc. Must have top references and experience. Salary open. Northwestern, 10 Mile area. Days 354-4344. Evenings 476-2681

PART-TIME BOOKSTORE MANAGER. Experience preferred. W. Bloomfield area. Call 626-3285

Permanent
✓ STAFF
Company
A Marcus Welby...
in North suburbs
needs a person to do the office work...scheduling, life typing, phones, etc. $95 plus $15 with some related experience ! Please call 542-3143 or come into 23385 Woodward 6th floor.

CLERK Typist, 55 WPM, to $140 week. Towne Personnel West 274-7250

Permanent
✓ STAFF
Company
BACK TO WORK?
GREAT!
Dearborn Hts. company prefers someone who lives in that area, too. Average typing, $540 - $550 month. Call 261-2111 or come to 22013 Plymouth Rd (at 6) 8 pm.

LEGAL SECRETARY for Southfield Law Firm, experience helpful, dictaphone and typing a Must. $850 to start. Company pays our fee. Call Barbara Good, Professional Personnel 357-4010

MAID
For motel. Sixteen to sixty. Full time. No experience necessary. 533-9000

Permanent
✓ STAFF
Company
Accounting Beginner
FEE PAID
Bright high school grad with some typing learns accounts receivable in Farmington. $98-$105 a week and you pay no fee. Call 478-1213 or come into 30752 Grand River (off 7 on

LADY to assist with cleaning hobbies in Farmington's Hills apartment complex. Call Mrs. Wilkse. Mon. - Fri. 9 am - 5 pm. 851-0115

DAY help wanted. Young lady, minimum 17. Dan's Sub's Farmington.

RECEPTIONIST
With general office work, one girl office for manufacturer's rep. Must be good typist. Accurate record keeper. Very unusual growth opportunity. $100 to start. Apply Tues. 10 am-2 pm only. Kimberly Oaks Professional Plaza. 32300 Schoolcraft, Livonia Suite D-9

KEYPUNCH Operator, 2 years experience. 029-0290. Hours, 8150 week. Towne Personnel West 274-7250

SECRETARY good skills, fee paid to $170 month Towne Personnel West 274-7250

GENERAL OFFICE
FULL TIME. Good typing, filing, no shorthand, pleasing telephone voice. For appointment,
533-6050
TRIPLE SEAL ENGR.
31122 W. 8 Mile
Farmington

YOUNG woman for perpetual inventory control. Good with figures, 40 hour week, will train, $2.25 an hour to start-plus Blue Cross Kav and Kav Dental Co. 20001 W. 7 Mile Rd. at Evergreen.

Permanent
✓ STAFF
Company
Experience On Teletype
Needed by Farmington office. Good typing, self starter. $140 week and you pay no fee. Call 478-1213 or come into 30752 Grand River (off 7 on

BEAUTY operator, 13 Mile - Orchard Lake Rd. $200 week potential. 878-1274 or 477-9240

ADMIN. AIDE $600
W. 9 Mile fee paid
Fabtastic opportunity to start at excellent salary and work up to even more. Too Exec. of fast growing company "needs right hand" person to learn the business, solve problem areas and take charge when he's away. Fast, fast, raises.
THE FREE AGENCY
354-3210 8:30 - 8 pm

COOK, full or part time, afternoons and evenings. Mother's Restaurant, 29501 Northwestern Hwy., Southfield.

BOOKKEEPER
One girl office, Southfield, general ledgers through trial balance, payroll taxes, etc. Experience with department management helpful. Call
557-0194

WAITRESSES and bar maid for overall lounge. Nights, apply in person. 13090 Inkster Rd. Beau-J

Accounting Clerk
Livonia firm wants some experience with receivables and payables. Will train on bookkeeping equipment. Life typing, other office duties. $125 - $130 week. Call 261-2111 or come into 22013 Plymouth Rd (at 6) 8 pm.

FULL time. For aluminum door shop. 20815 Glendale W. of Beech Daly. Redford.

File Clerk & Typist
Must have prior work experience and be able to type 40 WPM accurately. Liberal fringe benefits including profit sharing.
EXOTIC RUBBER & PLASTICS
23936 Industrial Park Dr.,
Farmington
477-2128

MAID
1 to 5 days, experienced, references, near in family, must have own transportation. Bloomfield Hills. 646-8777

Permanent
✓ STAFF
Company
Talk A Lot?!!
North suburban firm needs your pleasant phone personality to answer phones and do light clerical work. Learn quickly? Start at $80-$100 plus great benefits! Call 261-2111 till 8 pm daily.

151 Female Help Wanted

TYPIST CLERK. Madison Hts., no Fee, will train, high school grad., salary $520. Motor City Emp. 559-0550

SOUTHFIELD
ATTORNEY
Needs beginner typist with pleasant phone voice. $400 Pat. 559-6780

KAY TURNER PERSONNEL
18280 W. 10 Mile
Southfield

WANTED: live in housekeeper, more for home than wages. Will consider woman with a small child. Call 30 am. to 5 pm. 547-0722. After 5 pm 646-9627

GENERAL OFFICE
Full time. Prefer experienced. Excellent working conditions and fringe benefits.
CALL
455-1400

WOMAN. Experienced in accounts payable or receivable. Must do machine posting Mrs. Zetve, Chudnik of Birmingham. M7-1300

SOUTHFIELD SECRETARY
$7,800
Great opportunity with national firm. Use your skills and experience. Call Sue Nelson Today!
588-5400
SNELLING & SNELLING, INC.

TELEPHONE work in Southfield office of large commercial finance company. 3 to 4 hours a day $3 per hour. No commissions. Mrs. Krussow, 9 to 5 pm 352-8010

Permanent
✓ STAFF
Company
Talk A Lot?!!
North suburban firm needs your pleasant phone personality to answer phones and do light clerical work. Learn quickly? Start at $80-$100 plus great benefits! Call 261-2111 till 8 pm daily.

MEDICAL OFFICE Assistant, must be good typist. Northland area 626-6702

AUDIT CLERK
Adding machine experience desirable but will train dependable individual. Excellent fringe benefits. Apply 10 AM to 4 PM.
FOREST CITY
13507 Middlebelt, Livonia
261-7500 ext 226
An equal opportunity employer

BEAUTICIAN as receptionist to assist manager. Over 30. Artiste Salon Northland. 356-0960

MEDICAL ASSISTANT for Beverley Hills Internist Office. Must do lite lab work and draw blood. 646-2280 or 647-3091

SUBURBAN
OPPORTUNITIES
RATING CLERK, to $650. With home owners experience
JR. SECRETARY, $500 plus Fee Paid. Some office experience. Southfield.
BOOKKEEPER, $760 plus. Fee Paid. Full charge thru financial statements. Farmington.
FIGURE CLERK, to $450 plus. Some figure work experience. Novi.
BILLING CLERK, $475 plus. Fee Paid. Type 45. Clerical aptitude. Farmington.
CLAIMS EXAMINER, $600 plus Fee Paid. Experience group health. Southfield.
Call Mrs. Evans 477-9840
SUBURBAN PERSONNEL

INTERESTING investigative work as retail security shopper, must be free to travel, high school graduate, 18 years old. Salary and expenses. Apply 15143 Wyoming, Detroit. Between 9 am - 4 pm

FIGURE CLERK. Northwest company will train you for their Accounting Dept. Some typing helpful, company will pay up to $542 per month. Call Barbara Good, Professional Personnel. 357-4010

SECRETARY
Bloomfield Two office. 70 WPM typing, good shorthand and dictaphone. To $700. Fee Paid
LOIS RAY PERSONNEL
559-0560

DENTAL receptist part time, congenial office, Northwest area, call weekdays 3 PM - 5 PM. 422-4274

WAITRESS
Experienced, many benefits, no Sundays or Holidays. Bedell's Restaurant, Woodward and Square Lake Rd.

GENERAL OFFICE
Birmingham location, good accurate typing, good phone voice. Insurance experience necessary $585.
LOIS RAY PERSONNEL
559-0560

PAYROLL clerk, experienced fee paid. $550 month. Towne Personnel West 274-7250

PAYROLL clerk, experienced, fee paid. $550 month. Towne Personnel West 274-7250

OFFICE MANAGER
With secretarial skills. New Southfield office. Able to hire and train additional staff. $600. Fee Paid.
LOIS RAY PERSONNEL
559-0560

PHYSICIAN'S ASSISTANT. 25 - 35, own car, type, attractive appearance. References. Will train if necessary. KES-4020

Permanent
✓ STAFF
Company
Self Starting Secy
Be responsible in Northwest suburbs $400-$550 for your average typing. Shorthand nice but not necessary. Call 559-7755 or come into 26828 Southfield till 8 pm.

SECRETARY Experienced for 2 man sales office. Southfield area. Full benefits. Call for appointment. 356-3560

FULL TIME
Experienced only to specialize in selling Coats and Dresses. Excellent company benefits. Apply in person, ask for Miss Lane.
ALBERTS
Livonia Mall
29570 Seven Mile Rd.

WAITRESSES WANTED, for all shifts. Must be neat and fast. Call 563-5424

Experienced Typist
Excellent Birmingham firm with great benefits and friendly atmosphere will pay over fee plus $530 to $600.
Heritage Personnel
Royal Oak 399-0500

151 Female Help Wanted

GAL Friday, must possess ability to handle varied assignments with good telephone manner. Typing, light dictation, and general office experience required. $120 per week plus vacation, holidays and profit sharing 8 am to 4:30 pm, 5 day week. Start immediately. B & C Construction, 19 Mile and Southfield area. Call for interview 559-6740

BABY sitter wanted, Plymouth area, for six and eight year old. Monday thru Friday, call after 5:30 pm. 453-6204

MATURE woman for general office. Light typing, good phone voice essential. Mr. Stoll 398-1100 Mrs. Zetve, Chudik's of Birmingham M7-1300

College Students
TYPISTS
STENOS
FILE CLERKS
WORK TEMPORARY
NEAR YOUR HOME
Turn spare time into money using your skills right in your own area. Call us now for your new assignment.
WITT GIRL
IN PLYMOUTH AREA APPLY
31201 Plymouth Rd.
In Love Realty Bldg.
Apply in person
Mon.,Tues.,Fri., 10 to 3 PM.
525-0330 545-6828
BIRMINGHAM-TROY-ROYAL OAK
FERNDALE-SOUTHFIELD AREAS
Call 545-6828
20820 Greenfield, room 202
(4th building N. 8 Mile)

PACKAGERS
NEEDED FOR PLYMOUTH AREA
and
BLVD. WOODWARD AREA
ALL SHIFTS
APPLY NOW
WITT GIRL
See above for Location

CASHIER
OPENING with opportunity for varied and responsible work assignment. Good clerical ability and high school graduation required.
MERCHANTS BANK OF DETROIT
15544 W. McNichols Rd.
corner of Greenfield
Detroit, Mich.
273-6500
(Mr. Tubman)

SECRETARY for TV radio, ½ fee paid. $140 week. Towne Personnel West 274-7250

DENTAL assistant, assisting only Orchard Lake or Farmington area. Ready to box #24, Observer & Eccentric Newspapers 36251 Schoolcraft, Livonia, Mich. 48150

Permanent
✓ STAFF
Company
Livonia Part time $3 Hr
Busy office needs you 2 or 3 days week for variety job. Call 261-2111 or come into 22013 Plymouth Rd till 8 pm.

WANTED: live in Mrs Livingston for 3 year old. One child welcome. Milford area. 626-2800

RECEPTIONIST
GIRL FRIDAY
For Ad Agency
Reliable, mature person. Must be capable of assuming responsibility with minimum of supervision. Accurate typist, good on figures, details and follow-up. Shorthand not required. Knowledge of advertising helpful. Hours: 9 am to 5:30 pm. No Saturdays. Call Mr. Kuehne for appointment.
CREATIVE
ADVERTISING
Div. of Silhouette/American
30555 Southfield
at 13 Mile Rd.
Suite 400, Congress Bldg.
642-4200

DRUG Clerk, mature, experienced, nights & weekends. 356-2900

General Warehouse
Packer wanted for fragile packing. Drug store experience preferred. Call Miss Harrier 9 to 4 weekdays at:
349-5000

LEGAL secretary, experienced, top skills, some bookkeeping experience. Full time, excellent pay. Birmingham office 963-9850

ALLIS
JOHNSON
PERSONNEL
•SECRETARIES, 2 years secretarial experience, type 50 - 70, shorthand 80 to 100, will out you in a major company in Southfield or Farmington. Great fringes and benefits. Lovely offices. Salary to $675 month.

•FULL CHARGE BOOKKEEPERS, Southfield and Farmington companies' books thru Financial Statements. Supervisory experience. Salaries to $800 month

•GENERAL OFFICE, combination of good typing, figure aptitude, phone skills, 1 year experience and Initiative will put you in top companies in Southfield, Livonia, or Redford. Salaries to $585 month.

•INSURANCE, top grade company in Southfield needs an Assistant Group Benefit Examiner with 2 years experience. Excellent benefits. Salary to $7000 year.

•TRAINEES, great spots for beginners. Typing 40, filing, handling phones, some figure aptitude. Suburban locations, good benefits. Salaries to $425 month.

Many other positions available. Many companies pay the fee. All replies confidential. Open daily 8:30 to 5 PM. Saturday by appointment ONLY.

ALLIS JOHNSON PERS.
15106 Farmington Rd. 425-3000

LEGAL secretary, experienced, 1-75 and Big Beaver, Mrs. Shelton. 689-7200

Permanent
✓ STAFF
Company
Be In Bloomfield
Legal firm will train mature sec'y in lawyer's lingo. Dictaphone experience replaces rusty shorthand. $550 - $650 and they pay fee. Call 559-7755 or come to 26828 Southfield till 8 pm.

MATURE BABYSITTER needed for 2 children, my home, 8 Mile, Farmington area, own transportation, 3:30 to 6 PM daily. Saturday 9 to 5 pm, some evenings and overnights, full time summer employment possible. Call Nancy 425-2778

151 Female Help Wanted

SPARKLING SECRETARY
Lovely office with variety galore! No shorthand necessary. Rapid advancement. Company pays service charge. $500. Rush! Call Joan Lang 353-6500.
SNELLING & SNELLING

Permanent
✓ STAFF
Company
Claims Clerk Trainee
Large suburban company with full benefits will pay $100 week to start to high school grad with some knowledge of medical terms and life typing. Like people? Call 559-7755 till 8 pm daily.

RN'S LPN
Full and part time, all shifts. Heritage Nursing Home. 647-6300

Permanent
✓ STAFF
Company
Switchboard Sharpie
Greet the customers in Southfield. Some typing, filing. Brite person gets $400 month. Call 559-7755 or come into 26828 Southfield till 8 pm.

DENTAL ASSISTANT. Experience unnecessary. No evenings or Saturdays. 20-45 years. Own transportation. Southfield office. Must live in area. Call after 10 am. weekdays. 557-0596

Permanent
✓ STAFF
Company
Farmington Fee Paid
Busy bosses need good organizer with shorthand skills. Some office experience? Great! $150 - $200 week. Call 478-1213 or come to 30752 Grand River till 8 pm daily.

GIRL FRIDAY, experienced. Responsible, reliable girl for fur salon. Call 968-0070

ACCOUNTS CLERK
Have a flair for figures? Interesting position with Southfield firm. Typing needed. Will train in some function. $530 to start. Call Gail Gibson 353-6500
SNELLING & SNELLING

SECRETARY-GENERAL OFFICE: work for interior decorator, northwest suburbs. Call for interview. 352-0614

WHAT? ME CALL??
It's easier not to call,
isn't it? There are, right now, 87 jobs for secretaries, bookkeepers, keypunchers, typists, PBX'er, receptionists, clerks throughout Detroit and suburbs. EMPLOYERS PAY ALL FEES. You risk nothing, and yet, it's easier not to call 354-3210 to find out if the job you want is available. We're open 9 am to 8 pm, Mon. - Thurs., 9-5 Friday and 9-1 Saturday, just to see and hear from you. Sometimes doing the easiest thing is the hardest for you. Give yourself a break. Call 354-3210 and get that most wanted job FREE.
THE FREE AGENCY
CALL 354-3210 NOW

FULL charge bookkeeper for Merriman - Schoolcraft area. Experienced in payroll, financial statements, accounts receivable & accounts payable. Call between 9-4. 721-7373

MED. TRANSCRIPTIONIST
To $676 month
Excellent benefits. Immediate opening for experienced person in a major medical center. MTST experience helpful. Day, Afternoon shifts, plus week ends.
Call Jo 559-5140

CCS PERSONNEL

YOUNG girl wanted for office job. Must be good worker. $100 weekly. Mitchell Advertising, 20903 W. 8 Mile Rd 535-1785

MTST OPERATOR
Type 70 wpm accurately, $600 month, good benefits, with Southfield company.
Call Jo 559-5140

CCS PERSONNEL
ADULT FEMALE
TO be on premises at night, 5 pm. to 8 am. own room and bath, very little care for elderly lady. References required 645-0456

Permanent
✓ STAFF
Company
Livonia Keypuncher
Work afternoons in very nice atmosphere. Lite experience required $120 week. Call 261-2111 till 8 pm

LIVE-IN
HOUSEKEEPER, for elderly lady in small pleasant apartment. Own room and bath. Duties light, salary good. References required. 645-0656

Permanent
✓ STAFF
Company
Get Us...
a good secretary. That's what a leading Livonia area company said. Good skills and solid experience earns $650 - $725. Call 261-2111 or come to 22013 Plymouth till 8 pm

SWITCHBOARD OPERATOR
(Key type) Job includes filing and light typing. Fringes, Livonia area. Call 559-5300 ext. 210

OFFICE CLERK
The office of a large apartment complex has an opening available for a general office clerk - apartment advisor. We need someone over 25 who is a good typist and enjoys a job with varied duties. $94 per week to start.
474-7515

GENERAL OFFICE
Includes typing (40 - 50 wpm) and filing. Fringes. Livonia area 421-8000 ext. 210

LEAD CLERK
For the circulation dept. of the Observer & Eccentric newspapers. Work in our Birmingham office. Full time. For appointment call,
644-1100, ext.235
9 a.m. - 4 p.m.

TIRED OF JOB HUNTING
If you are looking for a career that is fascinating and much in demand, enter data processing as a Keypunch Operator. No age limit. (1974 grads don't waste time!). This course prepares you for new job opportunities.
• MORNING AFTERNOON EVENING CLASSES
• FREE APTITUDE TESTING
• FREE PLACEMENT DEPT.
• STUDENT PAYMENT PLAN
New classes starting April 15
ABC SCHOOL OF KEYPUNCH
Parkland Towers Dearborn
336-9120

151 Female Help Wanted

ELECTRICAL CONTRACTOR, Livonia, needs mature young woman for general office. Must be absolutely accurate at extending figures. Good typist, and sharp on telephone. Salary commensurate with ability, hospitalization, pleasant conditions. Send resume to Box 822, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150.

BOOKKEEPER
Some experience required, light typing, all phases of office work. Phone between 10 am and 3 pm. 474-1973

TWO OPENINGS
EXPERIENCED BOOKKEEPER
TYPING & SALES WORK
Also should have some knowledge of bookkeeping. Vocation pay. Hospital insurance.
476-3800

WAITRESS wanted. Call Mon. or Wed., 1-3. Ask for Debbie. 538-1645

Secretary
Leading company in the Western suburbs needs a good person now. Solid experience and above average skills a must. $150 - $180 week. Call 261-2111 or come to 22013 Plymouth Rd. till 8 pm.

MEDICAL RECEPTIONIST part time evenings, 3 to 8 pm. General office and light typing. 476-2280

BE A TELLER
$4,200
Suburban Bank has a great beginning spot for you. Figure ability. Hurre! Call Sue Nelson.
588-5400
SNELLING & SNELLING, INC.

WE need a mother to pick up after us Tuesday through Friday, 10 am. to 2 pm. $1.65 per hour. Headline Salon, 1077 Southworth, Birmingham. 556-8335

BILLING CLERK
FREE
Related experience plus good typing. Northwest area. $6,250 Zelda. 559-4760

KAY TURNER PERSONNEL
18280 W. 10 Mile
Southfield

INSURANCE agency bookkeeper, experienced preferred, salary open. Call Mr. Kristian. 399-8300

FRONT DESK $550
Telegraph Rd. FEE PAID
This is your dream job. Loads of public contact in this receptionists job at prestier firm. Good accurate typing and an outgoing personality are only musts.
THE FREE AGENCY
354-3210 8:30 - 8 pm

EXPERIENCED woman or girl needed to babysit in my home. Nonday thru Friday. 356-4318

ACCURACY
PERSONNEL
Set below is a partial list of positions presently available through our agency. In most instances, our fees are paid by the company we recommend.
• EXECUTIVE Secretary for Southfield executive, some proof reading, compose own letters, diversified. Good benefits Start $650 - $750.
• LEGAL Secretary for Southfield, no shorthand needed, good experience required for fine boss. Start, $600 - $750.
• MTST Operator for lovely Southfield Company. Accurate typing required. Excellent benefits, including tuition aid. Start $470 - $525. Good promotions.
• SECRETARY. Company west of City of Wayne, needs Secretary for typing phone, dictation and some figure work. Experience necessary for mature applicants. $600 - $800.

Please call the office nearest you to discuss these or other positions. Phone.

BIRMINGHAM 642-3050
SOUTHFIELD 356-2010
LIVONIA 261-8199

LIVE in baby sitter, one child, room and board, and salary. 535-8929

Permanent
✓ STAFF
Company
A Touch Of Class
Northland area boss wants that for his switchboard. Some general office duties. Life typing. $400 month. Call 559-7755 or come into 26828 Southfield till 8 pm.

BOOKKEEPERS $550
HELPER FEE PAID
W. 12 Mile
If you've had some figure background then call now. Super nice boss will let you work into very responsible position. Excellent benefits and advancement unlimited
THE FREE AGENCY
354-3210 8:30 - 8 pm

MOTHER'S helper, must love children, lovely girl age 4 and baby boy. Light housework. W. Bloomfield Twp. live in 851-5007 or 261-2000

CLERK - TYPIST
SOUTHFIELD
Permanent position, corporate general acounting department.
Must have the ability to type 50 wpm. Some experience preferred.
Call 352-4000 ext. 296 for interview appointment
An equal opportunity employer.

EXPERIENCED cleaner, with references, for Thursdays. Own transportation. 476-7306

HOSTESS
Steady evenings. Sunday and Holiday work. Apply in person only to Miss McKinley from 11 a. m. to 5 p.m. Call for appointment.
TOPINKAS
COUNTRY HOUSE
KE 1-9000

GENERAL office worker, small office. Grand River and 10 Mile area. Excellent benefits. Call 8 am. to 10 am. 477-1450

NURSES AIDES
Days & Afternoons
Apply in person
WEST TRAIL
NURSING HOME
395 W. Ann Arbor Tr.
Plymouth

GENERAL housework, 1 child, live in, mature woman, references. Your own room and bath. 626-4946, 851-0866

GENERAL OFFICE
RECEPTIONIST, bright, sharp girl with good typing skills. 45 to 50 wpm minimum. Must know general office equipment. Good phone voice. Pleasant working conditions. 11 mile and Coolidge area. Excellent starting salary. Call for appointment, 8:30 am. to 1 pm. 399-5111

151 Female Help Wanted

BEGINNER typist, benefits, salary $200, fee paid. Call Professional Personnel, Barb Maile 357-4010

WOMEN
18 years or older are needed for day shift in the Livonia and Plymouth area to do packaging and warehouse work. Apply now at 29449 W. 6 Mile, Livonia. 522-4025
KELLY GIRL

A nice home and good wages with plenty of free time are with this position in Bloomfield Hills. 2 schoolage children. Must drive. Call after 6 p.m. 338-8222

OAKLAND UNIVERSITY
Executive Secretary
Previous office experience necessary. Knowledge of bookkeeping procedures, shorthand and typing, including some knowledge of medical and scientific terms.
Employment Relations Dept.
Rochester, Michigan
377-3480
An equal opportunity employer.

SECRETARY, no shorthand, benefits. Salary $600 - $650. Fee paid. Professional Personnel, Barb Maile 357-4010

DATA
PROCESSING
QUALITY Control clerk, some accounting or data processing experience helpful. Call for appointment.
COMPUTER SERVICES, CORP.
23225 Northwestern Hwy.
Southfield

MANICURIST needed for PEDI-CURES. Full or part time. Call Nails by Carol, 12 Mile - Southfield Rd area. 557-5057

RN or LPN
For Southfield Ophthalmologist for full time office and surgery. Please send resume to Box 820, Observer & Eccentric, 36251 Schoolcraft, Livonia MI, 48150.

WAITRESSES
Experienced
3 a.m. to 8 a.m.
Good pay and steady work
Southfield Area
358-0668

SALAD lady, will train. 7-3 shift. 5 days. Call 563-5424

LADIES
DO YOU NEED EXTRA INCOME
IN YOUR FAMILY BUDGET
Are you an enthusiastic ambitious person who enjoys talking to people? This is part time phone work from your home.
CALL 477-5945

FULL time typist for busy advertising agency. Thirteen Mile-Orchard Lake Road area. Call Mrs. McNair, 851-3900

RETAIL SALES
WE are seeking a vivacious woman, thirty to fifty years young. The ability to meet and create feeling in people, is most important. Sales experience helpful, however, we will train the right person. Variety of hours available. Salary and commision renumeration. Apply, Ms. Yates, Hadley's, Rochester Hills Plaza, 1398 Walton

MATURE woman wishing to live in home in Birmingham as nurse's aide to elderly lady. Must spend hours 3 pm. during daytime. References desired 851-1976

RN SUPERVISOR
FULL TIME
3 pm-11 pm and 11pm-7:30 pm shifts
Tile Call Mrs. Cramo
LAHSER HILLS
NURSING CENTER
Lahser at 10 Mile Rd.
354-3222

AUTO BOOKKEEPER
or Auto Biller with experience on Reynolds and Reynolds system. Knowledge of general office procedures helpful. 476-2600

Nugget Restaurant
Hiring full time
SALAD GIRL
& PREP GIRL
Apply in person
No phone calls please
30685 W. 12 Mile Rd.
Farmington

DENTAL office manager, attractive smile, pleasing personality, experienced preferred but willing to train. Plymouth, Mich. 453-6650

INSURANCE
COMMERCIAL
CASUALTY
EXPERIENCED rating and underwriting. Typing necessary, desirable fringe benefits, plus salary incentive. Large agency in Southfield.
352-7350

EXPERIENCED cleaning woman needed immediately. MUST DRIVE. Private home. References 14 Mile - Middlebelt area 626-5720

EXECUTIVE SECRETARY
Interesting office position. Responsible to only one department head. Lovely office. $650. Call Gail Gibson.
SNELLING & SNELLING
353-6500

GENERAL Bookkeeper, typing, girl Friday. Small office, excellent pay. Mr Shaw or Mr Jewell. 535-7820

COOK, second, over thirty, full time. Fringe benefits. Bedford Villa Nursing Home. Southfield. 537-3333

BABYSITTER for 2 preschoolers, Monday & Tuesday 8:30 to 5 pm. References and own transportation 682-4803

SECRETARY
Have opening for 2 qualified secretaries who desire challenge. Diversified duties in our field service and engineering office. Requires a elf starter with pleasant phone manner. Light shorthand. IBM Executive typewriter. Excellent salary and benefits. Apply at:
GENERAL AUTOMATION, INC.
23555 Northwestern Hwy.
Southfield
354-6800

LPN, afternoons, full time. Fringe benefits. Bedford Villa Nursing Home. Southfield. 537-3333

Insurance Agency
Immediate opening for experienced Claims Girl with knowledge of Homeowners and No Fault auto. Excellent benefits. Farmington
477-0900

151 Female Help Wanted

SALES Trainees full time, to sell furniture and water bed systems. Sales background helpful. Minimum wage or salary to start, plus benefits if you qualify. Apply in person between 10 am and 8 pm. Monday thru Friday, at Neptune's Nest, 14047 West 8 Mile Rd.

BRIGHT, friendly atmosphere, Life Insurance office, secretarial, Girl Friday, full time, shorthand not necessary. 12 Mile-Southfield area. 557-5050

CLERK-TYPIST
Permanent part time, 4 hours day, Monday thru Friday. Ideal position for Mother with children in school. Apply City Manager, 23600 Liberty St., Farmington.

TELEPHONE ANSWERING
Training provided for mature, intelligent female over 21 to enroll our students and deal with our instructors over the phone. Immediate, permanent openings. Hourly rate plus incentive bonus, company paid fringe benefits. Academy of Driver Training, 15022 Grand River, 43 blocks east of

HOSTESSES
For builders model. Birmingham area. Must be mature, attractive and friendly.
Call Mr. Gladson
644-4024

GENERAL Office, and bookkeeping, typing, no shorthand. Novi. 349-7650

DENTAL ASSISTANT
EXPERIENCED
INTELLIGENT and Reliable for large group dental practice in Pontiac. 5 Days. Good salary. Call between 12-1 PM and 5-6 PM
338-1731

EXPERIENCED Drug clerk, evenings, full time. Apply in person Smith Rexall Drugs. 27702 W. 8 Mile Rd. Farmington

DENTAL
RECEPTIONIST
FOR large group dental practice in Pontiac. Must be bright, reliable, and pleasant. 5 Days. Good salary.
337-3333

NURSES AIDS, over thirty. Afternoon Shift. Fringe benefits. Bedford Villa Nursing Home. 537-3333

We're moving to the Tel-Twelve Area of Southfield in May.
Applications are now being accepted for the following positions.
SECRETARIES
TYPISTS
CLERKS
Call For Interview
MICHIGAN LIFE INSURANCE CO.
3101 N. Woodward ROYAL OAK
549-2100 ext.279
An equal opportunity employer.

LEGAL secretary, experienced, shorthand. Typing necessary. Attractive new Bloomfield Hills office. 642-1020

COUNTER
WOMAN
Prefer mature, 40 or over, for 10 am - 7 am shift. 5 days week. Will train
DUNKIN' DONUTS
19010 Middlebelt, Livonia
476-9293

LITTLE SHOP Boutique, experienced sales girl. Wed - Sat. 3-6 Good Salary plus commission. 642-7777 354-9581

NURSE AIDES
Applications are now being taken for Nurses' Aide Classes beginning April 8th. On the job training. Positions also open for experienced Nurses' Aides. Good pay and benefits. Pleasant surroundings. Apply 9 - 4, Monday - Friday. Mrs. McCarthy.
FARMINGTON NURSING HOME
30405 Folsom Rd., Farmington
477-7400

LOCAL Church needs responsible part time housekeeper for 2 mornings a week Mon. & Wed., 83.00 per hour: min. of 8 hrs. Experienced and willing to work. Own transportation. Call 647-2280

GENERAL OFFICE
N.W. Detroit Cutting Tool Manufacturer wants experienced Typist, Girl with good figure aptitude for sales office. Salary, Bonus, fringes. Call Mr. Daly
272-9130

DUE to rapid expansion the famous BARBIZON School of Modeling is looking for phone girls who must have a pleasant voice and willing to work evenings. Call Miss Jackson after 10 AM. 353-2900

EXECUTIVE
SECRETARY
Immediate opening for executive secretary at West Bloomfield Township, 4460 Orchard Lake Rd. Liberal fringe benefits. Only experienced applicants need apply in person at Clerk's Office.

SOUTHFIELD consulting firm needs gal Friday. Excellent typed. Room to grow in company for short person. Call between 9-3. 645-5776

Punch Press Operators
Must be experienced
Good pay, excellent fringe benefits.
All Products
12238 Woodbine
Telegraph-Plymouth area

NURSES AIDES
KITCHEN AIDS
HOUSEKEEPER
COOK
Hendry
Convalescent Center
105 Haggerty Rd
Plymouth 455-0510

MATURE woman needed for child care and light housekeeping, boy 7, girl 3, hours 8 to 5:15. Warren - Middlebelt area. Prefer references. Call after 6 pm. 421-6421

Nugget Restaurant
Hiring full or part time
WAITRESSES
Apply in person
No phone calls please
30685 W. 12 Mile Rd.
Farmington

151 Female Help Wanted

GILL FRIDAY
FOUR man office needs efficient person for typing, shorthand, bookkeeping, etc. Old Mile Evergreen area. Good pay with excellent benefits. Hours 9 to 5. 354-6450

CLEANING girl, for apartment building. Must be over 18 or per fee to start. Apply at 139 Barnes, Rochester.
611-6062

STENOGRAPHER
Must be good at shorthand and typing. Will teach telephone counsel. Must be set at clerical work. Shorthand 100 wpm, typing 60 wpm. Call Mrs. Mash, Monday thru Friday, 10 am to 4 pm.
FARMINGTON NURSING HOME
30405 Folsom Rd. Farmington
477-7400

BABYSITTER dependable woman to care for 5 year old boy, days. References 348-9194

COOK
& DIETARY AIDES
For a new addition to Westland Convalescent Center. Morning shift. Apply in person, 9 to 4 pm. Monday through Friday.
36137 W. Warren Rd
WESTLAND
An equal opportunity employer.

GIRL TO WORK
In Apartment Complex office as leasing girl, very little typing and shorthand. Call between 10am - 5pm for interview. 398-8610

HOUSEKEEPERS
for Westland Convalescent Center. Apply in person Monday through Friday, 9 am to 1 pm.
36137 W. Warren Rd.
WESTLAND

MATURE woman for party store, no experience necessary. Will train, apply within. 8 and B Party Store, 28155 Ford Rd. between 10 and 4 PM

EXPERIENCED
KEY PUNCH
OPERATORS
FULL time openings. Day and afternoon shifts. Company paid benefits.
Computer Services, Inc.
Greenfield & Rotunda
271-8900
Schoefer & Ford Rd. 584-1420

HOUSEKEEPER Full care of home and children. Room board plus salary. References required 274-6634

NURSE AIDES
Midnight Shift
Apply
ARDMORE ACRES
19810 Farmington Rd.
Livonia

BOOKKEEPER for local construction firm. Experienced through trial balance. Full time days. Call after 7 pm 332-8669

NURSE AIDES
Experienced for afternoons and midnights. Excellent salary and fringe benefits. Beautiful surroundings. A pleasant place to work. Apply:
GEORGIAN BLOOMFIELD
2975 Adams Rd. corner 16 Mile Rd. or call
645-2900

EXPERIENCED closing secretary for Birmingham real estate office. Occasional light bookkeeping. Call Mr. Lilly. MU-5225

151 Female Help Wanted

WAITRESSES, wanted experienced preferred, full time, afternoons. Glenburst Country club. 25345 W. 8 Mile 531-9765

RN
Full & Part Time
3 PM to 11:30 PM
Apply
ARDMORE ACRES
19810 Farmington Rd.
Livonia

WAITRESS, afternoons and midnights, experienced only, apply in person. Palace Restaurant. 12981 Greenfield 835-2400

NURSES
Full and part time, 3 - 11:30 pm 11 - 7:30 am
APPLY
BEVERLY MANOR
24500 Meadowbrook Rd.
NOVI 477-2000

BABYSITTER, 5 days, own transportation. Farmington Hills. Call after 6, weekdays. 477-2916

152 Female Help Part Time

BANQUET Waitress, bar maid. Apply in person. Mayflower Hotel. 857 W. Ann Arbor Trail, Plymouth

BEAUTICIANS experienced, part time. Thursday, Friday, Saturday. Livonia area. Joseph's Beauty Studio 422-2341

FAST accurate travel wanted for mornings, must type over 65 WPM, $3 hour. 30800 W. 8 Mile 535-1755

ATTENTION HOUSEWIVES
Excellent opportunity to earn extra income. Hardee's fast food restaurant needs cashiers for the lunch hours. Apply in person:
HARDEE'S
27235 Ford Rd.
near Inkster Rd.
Dearborn Heights

HARD working, responsible, teen age girl to help with household chores. Saturdays. Must have own transportation. Near Joy Rd. and Hagerty. $2 per hour. After 7 pm 453-8217

HIGH school or college girl wanted for office work. Must be good worker. Mitchell Advertising. 20903 W. 8 Mile. 535-1755

MANUFACTURERS representative needs girl with general office experience to work mornings. Farmington Hills area. If interested call between 5:30 & 6:30 851-7474

A JOB THAT WILL GETCHA
Out of the house for about 10 to 20 hours each week. Yes, this is one of those rare non selling opportunities for anyone who would like to work on a part time basis. The work entails calling on retail stores in your area where you will check inventory and arrange displays while helping with special promotions. It's Fun. It's fascination, it's for you!
COLUMBIA MINERVA
353-7707

WOMAN wanted for housekeeping two 3 hour days, own transportation. $2.50 hour 425-1518

EXPERIENCED secretary for permanent part time position in engineering office. 5 days. 20 hour week. To assist busy secretary with growing workload. Must be willing to learn a variety of tasks and experienced in use of typewriter equipment. Shorthand not required. Work in uncluttered atmosphere of preferred smokers. Free parking. Send resume to Market Walker Corp., 925 E. Maple, Birmingham. MI 48011

151 Female Help Wanted

BOOKKEEPER
FULL CHARGE
Position with division of large merchandising corporation. Excellent opportunity for person with experience as a full charge bookkeeper. Should have good knowledge of double entry system, including accounts payable and receivable, as well as trial balance. Prefer some experience with data processing. Should be able to type. Good salary and outstanding benefits. Work location in area of Plymouth and Southfield Rds. Call:
835-9500 ext. 242
BORMAN'S INC.
(Farmer Jack Super Markets)
12300 Mark Twain, between Plymouth & Fulleton
An equal opportunity employer

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at 26049 5 Mile at Beech Daly at 29256 Ryan at 12 Mile
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YOUR NURSING SKILL
RNs - L.P.N.s - Nurses' Aides
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The freedom you need -
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