

MAINTENANCE MECHANICS
IMMEDIATE full time openings for applicants with proper prior experience. Job includes overall maintenance work on buildings and equipment. Those with heavy electrical or mechanical experience have a preference. Apply in person Monday thru Friday, 9 AM - 3 PM.
DREHSMARKER
 President, 141 Alameda, Call 18 Wednesday, 9 AM - 6 PM

NURSE AIDES
 Day & afternoon shifts. Apply in person. **WILLIAMSBURG**
 Convalescent "Civ. 21017" Mulcaugh Farm, Between 69th Street & 8 Mile

RNS and LPNS
 All shifts. Excellent salary and fringe benefits, contact Personnel Dept.

REDFORD
 Community Hospital 25210 Green Road, Redford. 351-6200

SECRETARY A
 \$114-141.00
 Secretarial position in City Treasurer's Office for the City of Birmingham. Applicant must be able to type 40 words per minute. General clerical and stenographic knowledge and experience in bookkeeping and procedures required. Must have good communication skills. Full benefits package.

SECRETARY S
 \$114-141.00
 One girl office secretary. Day shift, 9 AM - 5 PM. Must be dependable individual with good communication skills. Must be capable of working independently. Good communication skills. Located in Southeast, near airport. Good advancement opportunity. Call after 5 PM. 453-8212

KEYPUNCH/KEYTEK Operations
 needed, second shift. \$15-1600 Permanent

General Secretary
 Day shift, 9 AM - 5 PM. Must be dependable. Livonia area. 525-0780

PERSONNEL SECRETARY
 Well known N. Woodward area agency looking for individual with 1-2 years experience in typing skills. Call now, Personnel. 464-1000

PEOPLE GREETER
 Title: "Life to earn \$115 - \$130 per hr. in North-Southville, virginia, the life expectancy that this firm has job offer! Good advancement opportunity. Call 512-2143

STAFF
 Company
 506 Help Wanted Sales.
 Two automobile salesmen.

[illegible]

with qualifications. **APPC**
 Chester Robert H. Jenkins,
 Director of Public Works,
 School District.
 RE-4211

SALESMAN
 Experienced in selling
 curtains and draperies. Top
 salary, excellent working condi-
 tions. **GA-2-2839**

RETIRED or semi-retired men
 with sales drive. **RE-4211**
 (Seeking Prefer. Salary not
 stated)

**Metropolitan Hospital &
 HEALTH CENTER, WEST**
 201 Avenue C
 252-6800, ext. 286
 Director of Public Works
 PLYMOUTH, 48170
 435-1234

MEDICAL Receptionist Typist, to
 assist a nurse. Top salary. Will
 relocate. **HO-2-2839**

**TOP WAGES FOR
 NURSES AIDES**
 Afternoon shift only. Full
 conditions. Call during transpor-
 tation. **RE-4211**

NURSES
 Afternoons and nights, week-
 ends, days. Paid past
 experience. **559-4600**

**OAK HILL
 NURSING HOME**
 ACN, Labeling and Addressing
 Machine. Must be able to type
 40 wpm and do clerical work.
 Must be experienced in using
 new mechanical package. Call
 for details. **RE-4211**

DENTAL ASSISTANT, 18 years of
 exp. High school course. Call
 during transportation. **RE-4211**

**LARGO company, excellent work-
 ing conditions. National work-
 ing type and electricity. Will move in
 10 years experience. Call Mr. Viel-
 ander. **559-4600****

FREE AGENCY
 8:30 - 5:00
 204-2911

**Great visitors in the beautiful office. Pole
 and type and electricity. Will move in
 10 years experience. Call Mr. Viel-
 ander. **559-4600****

**NEEDED for growing 7 man dis-
 tribution sales force. Top salary and
 fringe. Must be mature and respon-
 sible. Excellent working conditions. Top
 salary. Will relocate. **RE-4211****

**CHRYSLER Plant, international work-
 ing conditions. Engineering firm in
 charge. Call the office respon-
 sible. **559-4600****

FILE-CLERK
 N. W. Detroit. Cutting tool manufac-
 turer. Must be experienced in file
 and typist for sales office. Salary
 comm. **RE-4211**

BRIEFING Call for interesting

**THINK if you have experience re-
 sults in a profitable commission. **RE-4211****

TO THE BIND TO SEE -
WO 5-8759 or 681-2111

REAL ESTATE COMPANY
 phone work. 80 hour plus commu-
 tation. **RE-4211**

REAL ESTATE COMPANY
 Now forming

Veterans

\$3 up
If you qualify
399-6816

MANPOWER

RECRUITING SERVICE
2000 S. Mile

GENERAL M. OFFICE WORKS

ATTENTION COLLEGE STUDENTS HIGH SCHOOL GRADS

249-0011 or 249-0012

Nurses Adm. All shifts. Apply in person. 2001 West 10th St. Southfield. 557-0050

MEDICAL ASSISTANT

Afternoon 1:30 p.m. - 11:00 p.m.

MANPOWER

hours 8:00 p.m. - 11:00 p.m.

2001 West 10th St. Southfield

LEGAL SECRETARY

BLOODFISH LAYS LAW OF ALL SHIFTS

642-1920

THE FREE AGENCY

BOOKKEEPER

W.10 MILE

\$500 Fee Paid

CLERK TYPIST

WORK IN WAYNE

Company

REAL ESTATE

HEATING-AIR COND.

and paid vacancies. Apply in person. 2001 West 10th St. Detroit.

hours 8:00 p.m. - 11:00 p.m.

2001 West 10th St. Southfield

LEGAL SECRETARY

BLOODFISH LAYS LAW OF ALL SHIFTS

642-1920

THE FREE AGENCY

BOOKKEEPER

challenging general office work. Must be accurate typist, billing experience. 2001 West 10th St. Detroit. 241-0000

CLERK TYPIST

Immediate opening for a clerk typist in controller's department. Must be excellent typist and have good figure posture. 2001 West 10th St. Detroit. 241-0000

REAL ESTATE

HEATING-AIR COND.

Covers fundamentals and preparation for State Exam. Opportunity to join a winning team that outlasts every one in Michigan. Call Stan Elsegood. 851-1000

REAL ESTATE

HEATING-AIR COND.

[illegible]

MURRAY'S ACE
27107 Plymouth Rd. E. of Inlander
Edmonds, WA 98149

KITCHEN help needed. Cook, wash and general kitchen help. 10:00 a.m. to 6:00 p.m. 4 days a week. \$6.00 an hour. Call 721-1100. **Female, exp. 1-30**

TELEPHONE attended. 10:00 a.m. to 5:00 p.m. 4 days a week. \$6.00 an hour. Call 721-1100. **Female, exp. 1-30**

IMMEDIATE OPENING
Female help. Light assembly

OPPORTUNITY
The **CANADIAN LIFE**
The leading agency of the
102 year old Insurance
Company in office in
Southfield with 100
sales is training with
experience and strong
standing benefits. We will
help you establish yourself
as professional life insurance
agent. **Call 721-1100**

CONTROLERS
Data Processing preferred. Call
721-1100. **Female, exp. 1-30**

BOOKKEEPER
Full Charge, must have Real Estate experience. Through knowledge of general ledger, bank, payroll tax reports, etc. Excellent opportunity for ambitious individual. Please send resume to: **BOOKKEEPER**, c/o **JOHNSON & JOHNSON**, 4150
Call 721-1100. **Female, exp. 1-30**

CONGRATULATIONS!
Call 721-1100

STAFF
15192 Farmington Rd.
425-3000

GENERAL OFFICE
General Office, 10:00 a.m. to 5:00 p.m. 4 days a week. \$6.00 an hour. Call 721-1100. **Female, exp. 1-30**

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Call 721-1100. **Female, exp. 1-30**

and factory work. Day and night shift. Our business is growing. Interview by appointment.

AD&C INDUSTRIES
1490 St. Andrew St.
349-6300

MECHANIC with experience in automotive repair, engine, transmission and chassis. Must be able to read blueprints. \$12.00 per hour. 1000 S. Main St., Chicago 24

ACTIVITIES COORDINATOR is needed for exciting company. Must be experienced in recreational activities. Send resume to: **ACTIVITIES COORDINATOR**, 1000 S. Main St., Chicago 24

RELIABLE part time lady to serve greeting card department (food, and beverage division). Must be experienced. \$12.00 per hour. 1000 S. Main St., Chicago 24

NIGHTINGALE WEST
Nightingale West is a leading nursing home in the West. We are seeking experienced nursing personnel. Apply in person to: **NIGHTINGALE WEST**, 1000 S. Main St., Chicago 24

SECRETARY on West Southfield Ave. in Livonia. Thorough. Mature. Salary \$1000. Motor City Employment Service

ACCOUNTS PAYABLE CLERKS
Part Time / Temporary
If you have a bookkeeping background and can work a 9-5 shift, we have a position for you. Apply in person to: **ACCOUNTS PAYABLE CLERKS**, 1000 S. Main St., Chicago 24

SECRETARY on West Southfield Ave. in Livonia. Thorough. Mature. Salary \$1000. Motor City Employment Service

SECRETARY
Mature Woman
SHORTMAN
General Office skills needed for one girl sales office in Livonia for computer manufacturers. Mini Computers.

LEGAL SECRETARY for a law firm. Must be experienced. \$10.00 per hour. 1000 S. Main St., Chicago 24

PERMANENT
\$13.500. Full benefits. Accuracy Personnel

STAFF
Company
That's what in store for you in this fabulous office. Growing company. Equal opportunity employer.

necessarily. Full time, year around position for someone seeking challenging future. 233-360	AFTERNOON COOK Afternoons, weekends, days 11am-11:30pm.	SUPERVISOR Midlands Job Health Maintenance organization. We have an outstanding opportunity for a nursing supervisor in our mid night shift. Must have the right to work in Canada with at least 7 years supervising experience. Good experience and preferably a BSN degree. We offer excellent salary and benefits. Please send your resume to: Personnel Director	PERMANENT NATIONAL COMPANY Serrano Airline. Shareholder, type required. Please apply to: Serrano Airline, 10000 Airport Blvd., Suite 100, Dallas, Texas 75243. Salary range \$10,000-\$12,000.	OFFICE TRAINEE OAK PARK	SECRETARIES
Adel Industries Manufacturing company offers permanent employment for qualified DIE REPAIRMAN, excellent salary and benefits. Only those with experience apply in person or call G. R. Schottboeck 349-6300	OAK HILL NURSING HOME Midnight Cook, experienced only. Apply in person. Palace Park, 2330 Galt Road, Oak Hill, Ontario. Nurses aided for small basic nursing home. Please call for afternoon and nights.	ITT Automotive Electrical Products Division 21301 Civic Center Dr. Southfield Michigan, 48075 Successful applicant must be	Girl Friday Boron Oil Company requires qualified person to manage paid receptionist, secretarial and clerical duties in one general office.	SECRETARIES Company, typing and file filing will be very low as plus from desk. 2115 - 10th Street, Call 478-2113. Open till 10:00 PM. Permanent	SECRETARIES
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9:00 a.m. of Novi Rd. Novi
 FULL time job station attendants
 Executive Housekeeper
 Housekeeping Aides
 Days Full Time
 522-6900 ext. 286
 OAK HILL
 NURSING HOME
 3435 Grand Road #7 - 47723
 Work with great pay, travel and
 education. Call Mrs. J. M. Miller,
 3055 7th St. Grand Rapids, MI
 49503
 MAN with hardware experience
 YOUNG
 WAITRESSES
 for evenings
 Metropolitan Hospital &
 HEALTH CENTER, WEST
 2102 West
 522-6900 ext. 286
 MEDICAL secretary, bookkeeper
 or receptionist
 No evening or call, fringe ben-
 efits. Call Mrs. J. M. Miller,
 3055 7th St. Grand Rapids, MI
 49503
 MEDICAL Receptionist, 30 to 40
 hours per week in doctor's office or
 hospital. Call Mrs. J. M. Miller,
 3055 7th St. Grand Rapids, MI
 49503
 Full time, experienced handling
 Inquest, Eminent wages. Please
 call Mrs. J. M. Miller, 3055 7th St.
 Grand Rapids, MI 49503
 DATA PROCESSING training
 opportunity. No experience neces-
 sary. Good wages. Call Mrs. J. M.
 Miller, 3055 7th St. Grand Rap-
 ids, MI 49503
 Suburban company. Nice place to
 work. Small office, congenial co-
 workers. Good hours and benefits.
 Typing is a requirement. Positions
 available now. \$225 start. Call Gail
 Gibson, 334-6000
 THE FREE AGENCY
 284-2310
 well organized and familiar
 with most office pro-
 cesses. Taylor area.
 TYPIST, who wishes to work at
 home, must be experienced with
 material. Speed not essential.
 Must be able to type general office
 material. Please call Mrs. J. M.
 Miller, 3055 7th St. Grand Rap-
 ids, MI 49503
 PERSONAL Friday Type
 like day of variety. Life Uptown?
 Phone later! Low-cost Start earning
 \$100 - \$150 per week for your skill-
 ing. No experience necessary. Good
 skills. Call 761-2111, 1011 EPMI or
 call Mrs. J. M. Miller, 3055 7th St.
 Grand Rapids, MI 49503
 Selected candidates will receive excellent starting sal-
 es and a complete fully paid benefit program.
 SINAL HOSPITAL OF DETROIT
 APPLY EMPLOYMENT OFFICE
 18500 Greenfield
 (1 Block South of McChesno)
 Equal Opportunity Employer
 DREAM
 JOB
 TROY
 LEGAL
 SECRETARY
 experience necessary, typing,
 light shorthand, dictaphone.
 \$21-25 TIME, good with some
 bookkeeping, experience and
 education. Call Mrs. J. M. Miller,
 3055 7th St. Grand Rapids, MI
 49503

MUST be over 18, good personality in person or by phone. **24052 W 40 Mile & 6 Mile - telephone only. 255-0135**

MATURE Baby Sister for Birth, 1974, 5'6", 125 lbs. **215-4121**
Own transportation. **Tracy, 47454**

GENERAL dress up help wanted. **Apply at C & R Rent All, 1180 W. 4th, Downtown.**

GENERAL LABOR

Knowledge of purchasing and inventory, excellent customer service, excellent sales ability, excellent telephone helpful. Call **Mr. Tom** at **255-0135**

2502 West Wasted Dental Medical

LPNs

PULL & PART TIME
Midnight Shift

See Mini Sales/Readonly only

NIGHTMARE/SAFE
555 Newburgh Blvd./Westland

SMELING & SNEELING

LEGAL SECRETARY Experienced, minimum typing 35 wpm. **U.S.A. Typewriter and Dictaphone** Shorthand necessary. **Looking For Excitement?** This very established firm is offering a trip to Europe for **\$500** after your first year in exchange for your excellent secretarial skill. **\$208.** Call **Law** **353-0500.**

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\$500 Fee Paid

WE'RE CELEBRATING!!!

THE FREE AGENCY

254-2119

It's Our Tenth Anniversary as Permanent Staff Company. And ... in honor of the occasion, we've got our very best jobs out on display...

Men 18 or older needed in Bedford area. Outside and indoors. 50¢ per hour, 40 hours per week. \$2 per hour, outside of daily or weekly pay. **EMPLOYERS TEMP. SERVICE** 26533 Grandview Road
MAINTENANCE
 Wanted: Apartment Plus salary. 75-100

MEDICAL ASSISTANT
DAY OR EVE

RN's
 Or Graduate Nurse
 FULL or PART-TIME
 Medical Clinic
 See Mrs. Nightingale/Weekdays only
 NIGHTINGALE WEST
 5500 Gulf Coast
 SNELLING & SNELLING

MANUFACTURE Agency, I girl
 bookkeeping, typing, some shorthand, Tel. Sales and no sweat. 349-5000
DOCTOR'S FRONT DESK
 Always dreamed of working with patients? Doctor will give you a chance if you are his Secretary - Bookkeeper, 5500 Gulf Coast
SECRETARY
 1st Federal Savings

MISS MORRIS, V to a weekdays
 349-5000

PART-TIME, Chatterbox
 or experienced person to meet at Grandview and McInchols. Position requires ability to sell. 349-5000
CLERK/TYPE
 General office. 1st Federal Savings School area. Mr. Ash. 349-1414

TELLER
 Full time position is open at our Bedford Branch office. You must meet at Grandview and McInchols. Position requires ability to sell. 349-5000
 1st Federal Savings
 533-6100

...COME GET A GOOD JOB!

SOUTHPLEASE SECRETARY -
 Your average sales area goes on a major diversified position in a medical office. You'll earn \$1000-1500 plus raises come fast and frequent! Call you now for interview of 533-6100

ACCOUNTING ASSISTANT.
 Your average sales area goes on a major diversified position in a medical office. You'll earn \$1000-1500 plus raises come fast and frequent! Call you now for interview of 533-6100

NORTHWEST TYPIST will have the variety small office position typing but no experience? Start \$1950 monthly and super benefits! No fees to pay.

[illegible]

2 MEN
OR Women. This is not a
man or woman who need a
job. 3:30 AM - 10 AM, 561-
5568.
Equal Opportunity Employer

CASHIER
AT THE

REGISTERED NURSE
Part time. To work in alternate of
the. Fax: 651-4577

RNS & LPNS
Full time & Part time
Apply in person
WILLIAMSBURG

Convalescent CR
Between Grid River & 8 Mile

522-4020
3685 Folsom Rd. Farmington
Tel: 522-4020

EXPERIENCED Dispatching Typ-
ist. Full time, days. 8:00pm work-
ing. Medical terminology. No
pleasant working conditions in new
building in Farmington. Apply
in person. Orchard Lane
Bldg. Farmington.
651-3332

BLOOMFIELD Hills architect's
office needs sharp & hard
working general office, including
bookkeeping, typing, & admin.
Previous experience required.
651-3332

EXPERIENCED
CLERICAL HELP
Needed for our newly formed Sec-
ondary Residential Department. Ac-
curate typist, that was required.
Excellent benefits and competitive
salary. Apply in person.

RN-LPN
Full & Part Time
ALL SHIFTS

522-4020
For Suburban Firm, offering
benefits. Christmas bonus
and 25 days vacation. Salary
\$550 - \$700. Fax Paid.
651-3332

ACCURACY
PERSONNEL
Birmingham
642-0505
358-2010

DEVELOP Office skills. Typ-
ing, electric typing, stenogra-
phy, & shorthand. Apply in
person. 651-3332

Southfield
Call 478-1213
30732 Grand River
Farmington

GIRL FRIDAY Southfield office
needs energetic and mature
person. Typing, & admin.
training. 9:00 AM - 3:00 PM.
651-3332

Southfield
Call 559-7755
26828 Southfield
Southfield

OFFICE
MANAGER TRAINEE
Some college accounting pre-
ferable. Familiar with basic of-
fice procedures and ma-
chines. Good advancement po-
tential.

OR

261-2111
30219 Plymouth
Livonia

Call 552-3143
24385 Woodward
Pleasant Ridge

Your convenient offices in your
area. Pick the nearest and give
us a call. We're open 8 S.P.M.
daily.

KRIMA Excellent opportunity for someone to top pay, good working condi- tions. 868-8301	WELDT HALL 35100 Ann Arbor Trail Livonia 522-1444 AMERICAN SAVINGS ASSOC. 24700 Northwestern Hwy. Southfield, Michigan, 48075 Equal opportunity employer OFFICE MANAGER Must have experience 522-3061	GENERAL OFFICE Phone, filing & typing 70 wpm, 1 1/2 hr. office, \$450. Lois Personnel 559-0560 An Equal Opportunity Employer	Dental: Call Thursday after- noon between 2:30 and 4:30 Pm. Ask for Mr. Martin Ward Baking Co. 825-6470 An Equal Opportunity Employer	
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