The Observer & Eccentric Classified Want Ads

522-0900
644-1070

502 Help Wanted Dental-Medical

RNS

Days, full time, no weekends. Midnights, full time. Small convalescent home in Livonia. Contact Director of Nurses

421-4800

PART time RN for Plastic surgeon's office. Must be well poised. Call after 5 30 PM 661-7717

504 Help Wanted Office-Clerical

One girl office knowledge of bookkeeping machine, typewriting, and typing necessary for office in Maple Road Telegraph area. Contact Kim

FULL CHARGE BOOKKEEPER thru financial statements. Typing necessary. Shorthand helpful. Send resume and salary requirements to Mr. Tetly P O Box 67 Birmingham Mich 48012

Travel Sales

You need good typing and experience in this field to lend exciting NW job $580 Call Lou. 352-3000 Choate & Choate Personnel

RED WING TICKET WINNER

Dick Tinnon
1401 Sycamore
Rochester, Mich 48063

But you must call the Promotion Dept. of the Observer & Eccentric no later than 5 P.M. Friday, March 7, 1975 to claim your TWO FREE RED WING HOCKEY TICKETS 261-8800 Ext. 208

CONGRATULATIONS!

INSURANCE AGENCY in South Lyon needs girl with some experience. Salary open. Call Jackie 229 2616

BOOKKEEPER. Take charge of one person office. Payroll or accounts receivable all work short of statements. Salary open. A&A Road & Car Birmingham 646 2900

EXECUTIVE SECRETARY. Prestige spot (part) organizer to take charge. VP office. Salary to $650 Snelling & Snelling Agency 358 7340

RECEPTIONIST TRAINEE. Good typing pleasant personality with this Trans desk spot $550 up Snelling & Snelling Agency 358 7340

BOOKKEEPER

Full time experience through trial balance. Accurate typing for diversified position $650

Lois Ray Personnel
559-0560

504 Help Wanted Office-Clerical

V. P.'s Helper

Lovely office is yours if you type well, rusty shorthand. Prestige firm $500 Call R. Burke 352-3000 Choate & Choate Personnel

DICTAPHONE TYPIST. This is an all day typing position. Applicants should be able to transcribe from dictaphone at 50 WPM spelling and grammar proficiency required. Ours is organization a model. Contact Miss Harrison EMPLOYERS INSURANCE of WAUSAU 353 1300 An Equal Opportunity Employer

RECEPTIONIST SECRETARY, no shorthand for expanding Southfield company. Good typing and a little office experience qualifies you for this excellent position. Salary $520 to $600 full benefits

ADVERTISING AGENCY in Birmingham. Troy area will train person with math aptitude to be Media Estimator. Some College preferred. Salary $550 to start. Good benefits and Fee paid

SECRETARY for Birmingham Realtor. Good shorthand and typing required. Busy office with lots of people contacts. Salary $650 to $700 fee and benefits negotiable

TROY FIRM has responsible position for mature woman. Light typing. Salary $540 fee paid

ADAMS & MARTIN PERSONNEL

920 E Maple Birmingham

646-5600

RECEPTIONIST secretary for a certified Southfield office. Must be good accurate typist. Dictaphone experience helpful 353 8871

RECEPTIONIST FOR LEGAL OFFICE. TROY AREA 689 9090

PART TIME SECY
20 hour week. Some short hand $3 50 per hour. Fee paid

Accuracy Personnel
Birmingham 642 3050
Southfield 358 2010

SECRETARY full time for 1 man office at Radio and TV rep. Excellent typing required. Call Elaine 352-6000

LEGAL SECRETARY EXPERIENCED TROY AREA 689 9090

TOP-FLIGHT SECRETARY
$750
Good skills and a level head can land you this position as right hand to VP of suburban corporation. Harry for this. Call Ray Tasker

349 5600
SNELLING & SNELLING AGENCY

504 Help Wanted Office-Clerical

FULL OR PART TIME general office work. Bring some typing or Bookkeeping. Call 476-6066

CLERICAL steady part time for Farmington area. Flexible hours. No Saturdays. Send age, phone number, and qualifications to T Frasco P O Box 1363 Grosse Pointe Michigan 48236

SUBURBAN OPPORTUNITIES

Employers Pay Fee on These
LEGAL SECRETARY to 3000 Corporate experience preferred Excellent typing and shorthand. South West Bloomfield
GIRL FRIDAY to 3000 Fee Paid Good appearance Good typing. Exceptional Light bookkeeping Farmington
INSURANCE ANALYST to 3000 Fee Paid Detail minded Figure aptitude Accurate typist Over 25 Southfield
Call Mrs Evans 477-9840

SUBURBAN PERSONNEL

EXECUTIVE SECRETARY corporate offices board meetings and minutes, shorthand required Fee $800 month Call 1st 8 PM Jacques Personnel 540 5000

Full Charge Bkkpr
Large modern company in pleasant suburban location needs your full charge experience Skills per keys and recent Call anytime Salary and experience open for discussion Call 261 2111 till 7 PM Personnel

PERMANENT STAFF CO

Typist $110

No experience needed if your skills are recent and accurate in good great company terrific benefits Call 261 2111 till 7 PM Personnel

PERMANENT STAFF CO

FIGURE CLERK needed for start rating Northwest suburb dining company. Must have job rating experience. Good benefits. Company pays up to $400 a month. Fee paid. Call Barbara Good 357 4816

LEGAL
AIDE $625
Famous firm needs smart new career associate. Previous legal experience not necessary but game is essential attribute here. New boss pays all fees at

THE FREE AGENCY
204 2210 8 20-8 PM

SECRETARY to work full time in Bank Product Development. Engineering office. Good typing skills and shorthand a must. Some light bookkeeping. Some public contact. Good phone manner required. Prefer 1 to 2 years experience in general office work. Paid benefits. $110 per week to start. Call Carmen Hansen's 8-5 PM 477 3220

OFFICE MGR.
EXECUTIVE SECY
for quality manufacturing representative. Excellent opportunity for career minded person with good skills and background preferably in manufacturing sales. Top compensation for the right person. Benefits profit sharing fee paid

Accuracy Personnel
Birmingham 642 2010
Southfield 358 2010

OFFICE ADMINISTRATOR Branch office needs girl Friday type 35 words per minute. Steno work, duties pleasant personality for phone and personnel contact 352 1500

504 Help Wanted Office-Clerical

ACCOUNTS RECEIVABLE CLERK good figure aptitude. Some experience so we can pay $545 monthly. Call Bill 8 PM James Personnel 540 5000

Superman Needs

Less Lamer to help with details in this busy legal office. Company pays placement service fee for your solid experience. Call 261 2111 till 7 PM Ask for Ann in

PERMANENT STAFF CO

BOOKKEEPING
Payroll, General Office work. Controller needs outgoing personality to deal with the public. Start immediately. Send resume to Box 888 Observer & Eccentric Newspapers 36251 Schoolcraft Livonia Michigan 48150

Teller Exp?

Start NOW at top pay in a new home location. 1 to 3 years experience? Call 261 2111 till 7 pm / Per cannel

PERMANENT STAFF CO

STENO typing shorthand and dictaphone office duties. Southfield Hills area. Call Mrs Thomas at

Typist Trainee

High school Grad with potential typing will earn $400 in 3 months. Join on the LATEST in office management. Call Dale Gates at 261 2111 till 7 pm Personnel

PERMANENT STAFF CO

GENERAL OFFICE accurate typing Accounts Receivable and assistant office manager national manufacturer Farmington area Mr. Trad 476 1380

Casualty Rater

Our suburban client pays our fee for your insurance rating experience. Nice office. Salary to $9600 Check Frank Morgan Agency 358 4848

Secretary Self-Starter?

You're just what the boss needs. light shorthand good skills. Salary will start you at $125-$175 week. W Suburbs Call Mr Lobb at 261 2111 till 7 PM Personnel

PERMANENT STAFF CO

RECEPTIONIST for medium size Bloomfield Hills law firm. Some typing. Legal experience helpful. Call Mr Gerard 851 1600

SECRETARY

Suburban client wants a detailed and versatile person who can assist 3 top men. Shorthand a must. Company pays our fee. $600 to $650 a month. Excellent benefits and potential. Call Barbara Good. Professional Personnel 357 4816

GENERAL OFFICE Inventory Work Typing dictaphone helpful 3 days per week 8 30 to 1 30 PM Southfield area 353 1500

NEW COMPANY NEEDS
Entire Staff
to start rolling one of you type enjoy phone talk and want permanent employment. No experience needed to earn $700 $800 Call 642 3110 till 7 pm Personnel

PERMANENT STAFF CO

BOOKKEEPER full charge experienced required. Excellent salary and working conditions. Southfield 352 1500

504 Help Wanted Office-Clerical

RECEPTIONIST with light typing and bookkeeping skills. Modern office located in West Northville area. Send resume to Box 666 Observer & Eccentric Newspapers 36251 Schoolcraft, Livonia Mich 48150

LIKE FIGURES? $475

Southfield company will give you special training if you enjoy math and have some previous work experience. Light typing helpful. Why pay an Agency fee? A better future for free at

THE FREE AGENCY
204 2210 8 20-8 PM

EARN EXTRA MONEY
We have openings for mature persons who want to earn extra money. Work 5-9 PM on our Southfield office setting appointments for promotional presentations. No selling. Salary plus bonus. Call Mr Kerr 569 5610

TEMPORARY
TYPISTS
SECRETARIES
STENOGRAPHERS
CALL
WITT GIRL
545-6828
FOR OFFICE NEAREST YOU

FARMINGTON AREA Georgia Of five work week start in Typing with concern in typing proficiency. Have basic knowledge of Bookkeeping Accounts Receivable plus Phones Order work than 10wn Pm 9 AM 5 PM For interview Call 476 6660

PART TIME Clerk Typist with math aptitude for pleasant South field professional office Call Anne 352 1156

SECRETARY for 2 girl sales and manufacturing office. Previous office experience necessary 342 2900

TYPIST AND RECEPTIONIST

One Gal office Part time 10 AM-5 PM. 5 days per week 55 WPM, good telephone manner for interview appointment, call

356-2332

EXPERIENCED Legal Secretary for pleasant southfield suburb location. Must be capable of typing briefs, applicant skills required. Submit resume with salary requirements. Mail to Box 666 Observer & Eccentric Newspapers 36251 Schoolcraft Livonia Michigan 48150

SECRETARY

FULL OR PART TIME
Must have 3 years plus office experience. Request excellent Typing Skills 75 WPM, no Shorthand, perform many Clerical Functions and have Organizational abilities. Salary commensurate with experience. Regional office located in Glover Bldg. 15 Mile-Telegraph. Birmingham

642-1480 841 9222

MULTI TALENTED SECRETARY Insurance operations needs person with office experience. Typing 50 WPM, dictation, speed reading skills necessary. Must be able to make decisions follow through details and communicate effectively with other people. Salary and benefits. Birmingham office location. Call for appointment 642 1600

504 Help Wanted Office-Clerical

BOOKKEEPER SECRETARY

Full charge Bookkeeper. Property Right and Construction Firm in Southfield area. Experience preferred salary open. Hours 8 to 5 Call

557-2930

SOUTHFIELD Property Management firm is seeking a bright intelligent Secretary Bookkeeper. Full time Call 357 5700

RESEARCH SECRETARY

Scientist requires part time secretary. Monday through Friday 12-5 PM. Requirements 50 WPM typing ability 2 yrs college education required. Courses in Sociology, Psychology, Neuro Science and/or related areas desired. Call Mon. Tues or Wed

HENRY FORD HOSPITAL

876-1811

DENTAL Assisting only Orthodontist Reply to Box 666 Observer & Eccentric Newspapers 36251 Schoolcraft Livonia Michigan 48150

SECRETARY

Individual must have well-developed typing, shorthand, and organizational skills. Must be accurate. Should be able to deal effectively with figures and handle diversified work assignments. Past experience required. Competitive salary and benefits. Excellent working conditions. Suburban west side location. Reply in confidence detailing working experience and responsibilities to Box 497 Observer & Eccentric News paper 36251 Schoolcraft, Livonia, Michigan 48150

An Equal Opportunity Employer

EXPERIENCED person to do complete payroll and be able to assume responsibility for office in absence of management. Good fringe benefit program. Offices located in Livonia. Phone for appointment 7 to 9 Livonia Provision 29200 Vassar Suite 201 Livonia Michigan 48152

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With Continental Vending Corporation you can sell our line of repeat supply products to established or prospect customers in our office equipment. We offer top earnings and management potential with our benefits profit sharing, tuition aids and car allowance & Group Opportunity. Call or come by the sales business world. Call for interviews 666 1066

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BOOKKEEPER Full charge for client in Livonia Plymouth area. Salary commensurate with ability. Send resume and salary requirements to C.E. Purdy Assoc 600 E Maple Birmingham Mich 48011

506 Help Wanted Sales

PART TIME hours full time earnings. Instruct others in Tri-Chem liquid embroidery. No experience necessary. Will train. 788-6288

BIRMINGHAM Sporting Goods store in need of a male salesman. Experienced in retail sales. Call for appointment 9 30 till 12 noon 644-0505

504 Help Wanted Office-Clerical

FREE REAL ESTATE LICENSE PREPARATION CLASSES Call immediately Dick Ward

HOWARD T. KEATING
646-1234

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To qualified persons, willing to prove by work a career in Real Estate Sales. If you have desire, good character and like to meet the public, don't hesitate, CALL ME!

BEL-MEN 522-3010

If you are interested in a career which offers unlimited earnings potential, the opportunity to meet prominent buyers and the excitement of knowing you personally your client remember a career in Real Estate. We have openings in our Farmington Hills Nort office. Experience not necessary. Call Betty Call Personnel Realtor Joyce Cordonnet 476-2000

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CENTURY 21
SECONTINE ASSOC

DIRECT SALES part time good commission. Must have good car

Unhappy with your Job? Plymouth's #1 Volume Dealer is looking for men with auto sales experience Call Colony Chrysler Plymouth Ask for Tony 453 2255

WOMEN wanted full or part time work. $5 per hour to start. Handicapped opportunity. Copperdale Gold Call

REAL ESTATE SALESPERSON

Full or part time. Birmingham Bloomfield area. High commission structure. For information or personal interview call Dick Tech

Green Lake Realty
Birmingham Office
851 1027 851 6666

NEED Drivers to earn $20 to $50 per week for 5½ hours work to sell Home Computers. Call for interviews 5 PM 532 5820 or 398 6379

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WEEKLY SALARY every week PLUS BIG BONUSES

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Take pride in representing our Unique Company - The Top In Its Field

Call JOHN LABELLE
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Wait 4
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DRIVER salesman responsible good driving record security deposit. Bondable After 5 PM 531 3861

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West Bloomfield Office

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Can Place 2 full and 2 part time mature adults. Livonia Farmington area. Car necessary. $50 part time $200 & up full time. Phone

271-3738

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Assoc Inc Realtors
644 3220

SIDING & Modernization Canvassers and or Salesmen Best deal from us

506 Help Wanted Sales

AMBITIOUS men and women to make of earning $1000 per month. Part time during training period. Write for interview to P O Box 411 Royal Oak 48068

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Mrs for Pat 476-5174
Dione. 427 0004

$25 1981 EXPERIENCED men clothing salesmen Full or part time. Call 477 8073

INDUSTRIAL Sales Engineer in sale work. Rigging handling heavy equipment. Good starting salary. Fringe. Jobs. Small progressive company. P O Box 368 South field, Michigan. 48075

Modeling School Sales
The world famous BARBIZON SCHOOL OF MODELING is seeking women who have a sales background. Must be free and have a knowledge of the fashion field. Eves. and Saturdays a must. Draw against commission plus bonus

Call Miss Dugo

353-2800

SALESMEN mature children's specialty, only experienced apply. Berkley Kindward Mall 541 6114

SALESMEN

OIL DISTRIBUTOR is expanding and requires experienced salesmen with knowledge of lubricants and product. Complete company benefits program.

Submit resume to
P.O. Box 248
Birmingham, Mich 48012

WANTED 7 women and girls over 18 for sales. Will train, good money. Call by 6 to 8 PM 557 0600

EXPANSION

Fabulous opportunity for experienced or non experienced people. Full training in addition to classroom and in the field. Fastest growing & 10 largest real estate firm in the country. 1000 offices nationally. Call Mr Chapman for appointment

642-8100
Century 21
Libby & Assoc South
Birmingham

506 Help Wanted Sales

IS IT TIME FOR YOU?

To consider changing your career or to starting one. You can attend a session, that may answer these questions for you. WESTDALE CO. REALTORS along with SHARP REAL ESTATE TRAINING SCHOOL will conduct such a session March 13, 1975, at 7 30 P M at Hines Park Hotel 30655 Plymouth Rd. (at Ann Arbor Trail) Call 477-6300 for your reservation. No obligation. No charge

Westdale CO. REALTORS One of the nation's largest

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ELECTRIC MOTORS REWINDING & REPAIR
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SEASONED mixed hardwood, cutting here needs daily. Tony Sterling Dearborn Available Heights area 563-6420

Hardwoods $19 50 Picked Up
White Birch $35
Local Delivery Available
Heating Wood
HAGGERTY
STONE & LANDSCAPE
3000 Haggerty W Bloomfield
624-2219 682-8920

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John's Landscaping 693-1686

FIREPLACE WOOD
SEASONED HARDWOODS $55 cord
FRUITWOODS $55 cord
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J & W WRIGHT SUPPLY
FIREWOOD
624-6000

GOOD CLEAN DRY HARDWOOD $50 Per Face Cord
LAMPGREEN & SON
Ann Arbor 994-0000

HAY STRAW FIREWOOD
Wed Before Plus commercial feeds
Ann Arbor 426-4000

Firewood

FIREWOOD

Hardwoods $26.00
Mixed $42.00
Cassel Coal $2 90 Per 50 lb Bag
Kindling $1 50
Delivered FREE Locally
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ALL Home Improvement
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