500 Help wanted

W & S TURRET LATHE OPERATOR
Must set up. Top wages, full benefits. Overtime.
O KELLER TOOL
12701 Inkster Rd
LIVONIA 425-4500

TOOL ROOM employee, person with some tool room experience to train for I-Cop setup. Reply attention Mr. Belger, P.O. Box 5000, Livonia, Michigan 48150. An equal opportunity employer

ASSISTANT BUYER. For Medical supply company. Experience helpful, but not essential. Willing to learn a trade. Please send resume to Box 876, Observer & Eccentric Newspapers, 36251 Schoolcraft, Livonia, Michigan 48150

TRANSAMERICA Insurance Group
We need a MAIL AND SUPPLY CLERK in our Southfield branch of law. Duties will include collecting, sorting and distributing mail, plus ordering, maintaining and distributing office supplies. Good working conditions and benefits. Salary based on work experience. Applicants must be industrious and able to work with minimum supervision. Call Miss C. Keany at 204-3500 for an application. Eligible applicants will be contacted for interview.
An Equal Opportunity Employer

WAITRESSES. over 18 experienced full time or nights, full or part time. Daily Restaurant, 35227 Grand River, Farmington

MALE OR FEMALE, automatic screw machine operator. Experienced preferred. Apply at 255 West Pearl St. Austin Tube Products Plymouth, Mich. 453-2280

CAREER OPPORTUNITIES
Are you tired of low paying jobs and layoffs? Then start at once we will train you for a financially rewarding position with our firm.
GILLETTE ENTERPRISES
559-4690

RED WING TICKET WINNER
Mary McDaniel
402 Second St.
Rochester MI 48063
But you must call the Promotion Dept. of The Observer & Eccentric by 5:00 p.m. Tuesday, November 4, 1975 to claim your TWO FREE RED WING HOCKEY TICKETS. 261-8000 ext. 209

CONGRATULATIONS!

WHEEL ALIGNMENT MEN EXPERIENCED WITH TOOLS. APPLY IN PERSON
HANDLER'S FRAME SHOP
23959 W. 8 MILE RD.
REDFORD TWP.

FULL TIME driver for medical lab with ability to do minor maintenance repair. Good benefits. Call Northland Oakland Medical Lab Mrs. Wooten 353-8475

PLANT ENGINEER
Qualified individual wanted for a small melting plant. Located 22 miles W. of Detroit. Strong electrical experience desired. Position includes control of safety program and plant maintenance function. The plant is a division of Mayer Fabrics 500 Company and offers a full complement of benefits. Please send resumes detailing job history, education and salary requirements to Box 884, Observer & Eccentric Newspapers, 36251 Schoolcraft, Livonia, Michigan 48150.
An Equal Opportunity Employer

CONTROLLER
For agressive Plymouth N.W. Detroit area. Must be strong in super vision, budgeting & forecasting. E.D.P. experience preferred. Liberal benefits, pleasant working conditions, write & salary history to Mr. Terry, P.O. Box 292354, Detroit, Mich. 48229

LATHE HAND
Must be 1st class & fast on tool work. Royce Tool Corp. 37180 Amrhein, Livonia. 1 blk. N. of Plymouth. 1 blk. E. of Newburgh.

YOUNG PEOPLE
needed for telephone soliciting. Weekdays, 4 PM to 8 PM. Excellent salary plus commission. Schoolcraft, Inkster area. Call for interview
522-5060

JANITOR
7 PM - 11 PM, 4 or 5 nights per week. Daily Restaurant, 35227 Grand River, Farmington

NEW RESTAURANT OPENING SOON - IN SOUTHFIELD
Now accepting applications for waitresses, waiters, bartenders, busboys, cook's helpers, dishwashers, bus boys. Experienced only. Apply in person between 10 AM - 7 PM
HERITAGE PLAZA
21061 NORTHWESTERN HWAY
Suite 101

EXPERIENCED WAITRESSES
Benefits include paid holidays, paid vacation, discount on purchases, profit sharing, hospitalization. Apply in person JCPenney Personnel Office, Northland Center, Monday thru Friday, 9:30AM-4PM
JCPenney
Equal Opportunity Employer M-F

500 Help Wanted

WAITRESSES
WAITERS
Excellent salary and fringe benefits to persons who qualify with a leader in the Food Service Industry. An equal opportunity employer. For appointment, call Mr. D. W. Buzzell
879-3118
Marriott Corporation
Chrysler Financial Bldg.
I-75 and Crooks Rd., Troy

CHEF, Farmington area, full time night. Apply in person. Dunk Inn, 32002 Grand River

EDITORIAL assistant to work with editorial / production staff of technical association. Will do a variety of editorial tasks. Includes proof reading & page makeup, some writing & copy preparation. Q production. Some typing. College degree in journalism, English or technical journalism desired. Other majors may be considered if coupled with experience in publication work. Magazine or newspaper experience preferred. Salary commensurate with ability. Send resume to Personnel Manager, Box 19136 Detroit, Michigan 48219

WAITRESSES Experienced. Afternoon and midnight shifts. Part time and full time. Apply in person. Palace Food Foods, 1341 Ann Arbor Rd., Plymouth

BEAUTICIAN WANTED
Full or Part Time
Northwest Area
533-3780

YOUNG MEN
OVER 18 full time to learn furnace cleaning and service. On the job training. No experience necessary.
522-5060

EXPERIENCED ONLY. Waitress and bar maid. Part time nights. Apply 23650 W. 8 Mile, Southfield

OPENINGS
At once for Mrs., Women, to start work in good paying positions. Find a sharing, paid vacations and other company benefits. Rapid advancement. Call Mrs. Torr
398-3001
Holahan Enterprises Inc

AUTO MECHANIC
Must be experienced. References. Benefits. 3 day week. Farmington area. 476-5454

GENERAL LABOR
See Maryann Burns
30045 5 Mile at Beech Daly
GIRLPOWER
Div. Manpower Temp. Services
965-7000

BEAUTICIAN full or part time preferably some clientele. Excellent working conditions. Call for an interview. Days 522-1160, eves. 421-2871

MILL HAND
LATHE HAND
BENCH LEADER
Must be first class on tool work
Royce Tool Corp
37180 Amrhein, Livonia
1 blk. N. of Plymouth. 1 blk. E. of Newburgh

KNOW SHOVELERS WANTED
Available anytime. Must be 18 or older. Excellent pay.
525-9390

GENERAL OFFICE
Sharp young girl wanted for busy Plymouth company. Must be hard worker and accurate typist.
MITCHELL ADVERTISING
39300 W. 8 MILE
535-1755

DRIVERS WITH FOUR WHEEL TRUCKS and downpours to place snow. Excellent money. Must be 18 or older. Plenty of work. 535-6250

Production & Machine Operators
We are now
Taking Applications
APPLY
S. M. C.
800 Junction, Plymouth

EXPERIENCED BODY Shop Man for quality body work in Dodge area. Must have own tools and be reliable. Plenty of work. Call Karl Kaiser, Body Shop Mgr. Napier Chrysler-Plymouth, 459-6700

FREE VOCATIONAL EDUCATION
The City of Livonia is seeking participants for CETA Vocational Education Program. 1 year programs will be starting in January to train licensed practical nurses, emergency medical technicians and child care workers. Tuition and books will be covered by CETA. Applicants must be Livonia residents, unemployed or underemployed for 30 days, and high school graduates. Only those who are truly interested in a career in one of the above areas need apply. All qualified applicants will receive consideration for employment without regard to race, religion, color, national origin, age or sex. Preference will be given to qualified applicants according to the rules and regulations of the department of labor. Applications must be made at the Livonia Civil Service Commission, 33233 Five Mile Rd. no later than 5 PM, Friday, Nov. 7, 1975. For further information call 421-2000 ext. 280

SALESLADIES
Full time, mature, working experience preferred for handbags and gifts. Beautiful Openings in West Bloomfield, Southfield and Oak Park. Apply Charlotte's, 22102 Coolidge, Oak Park

500 Help Wanted

COOKS, experienced, all 3 shifts open. Top pay for right men. Apply Palace Food Foods, 31471 Southfield Rd., Birmingham

Truck Driver Training Scholarship Applicants Wanted
Tuition Scholarships available in Lansing Community College Truck Driver School. four weeks training course. Applications will be accepted until December 31, 1975.
Applications and information available. Contact.
SAFETY DIRECTOR
MICHIGAN TRUCKING ASSOC
LANSING, MICHIGAN
(517) 489-6791
An Equal Opportunity Employer

CREW BOYS
I need 12 boys immediately for the Observer & Eccentric Newspapers Convass Crews. You must live in the Birmingham, W. Bloomfield or Bloomfield Hills area and be at least 12 yrs old. You must be available some weekday evenings and Saturdays. You can earn good commissions and prizes. Call Mr. Brooks at
644-1100

TAILORESS. Alteration and repairs. Farmington area. 474-2610

LIGHT DELIVERY & MAINTENANCE
Harvi's
478-5070

CASHIER
Supermarket experience never a must. Pleasant working conditions.
FRUIT MARKET 22334 Joy Rd.

TRUCK DRIVER
Steady position. Retail furniture experience in loading own truck. Apply
Lasky Furniture
29055 Plymouth Rd., Livonia

COUNTER HELP
Days. Mature woman to work 9 AM - 3 PM or 10 AM - 2 PM. Monday thru Friday. Apply between 2 PM and 5 PM. Monday thru Friday. Mr. Tom's Restaurant, 15090 Telegraph, Southfield

CONTROL DESK
for Bowling Center
Full time nights and weekends. Experience preferred. Fringe benefits available. Apply in person
MAYFLOWER LANES
35600 Plymouth Rd.
¼ Mile W. of Beech Daly

DRIVERS WANTED. Full time, all shifts. Good record. Northwest Suburban Taxi Cab Fleet. GA 1-6400

FLAT DIE THREAD ROLL SET-UP MEN
Experienced. Now taking applications
S.M.C.
800 Junction, Plymouth

DELIVERY Boy with car. From 4 pm to 10 pm weekends. Full 3 pm. Contact Manager Dominos Pizza, 7 Mile & Inkster 531-6221

502 Help Wanted Dental-Medical

RECEPTIONIST for large well established general practice. Must have dental experience and references. Other front desk personnel employed. Top salary. 19 Mile Northwestern area. Hours are mornings. Call days 356-6316 or evenings after 7pm 626-2663

DERMATOLOGIST'S office. Farmington area. Part time. Top salary. Medical experience preferred, some evenings and Saturdays. Ask for Laurie 476-6420

REGISTERED OCCUPATIONAL Therapist full or part time for pleasant home. Experienced preferred.
ARNOLD HOME
18270 W. 7 Mile
KE 3-4291

PATHOLOGISTS
Medical laboratory in Plymouth is seeking registered
Medical Technologists
Cytotechnologists
Call afternoons 522-9000

EXPERIENCED
Chairside dental assistant wanted for part time position leading to full time. Redford area 273-6783

RECEPTIONIST for Doctors office in Troy. 3 evenings per week. Reply to Box 838 Observer & Eccentric Newspapers, 36251 Schoolcraft, Livonia, Michigan 48150

RN & LPN
AFTERNOONS & MIDNIGHTS
Part Time
FRANKLIN MANOR
CONVALESCENT CENTER
352-7390

OPTOMETRIC ASSISTANT
EXPERIENCE PREFERRED
TOP PAY FRINGE BENEFITS
476-3355

EXPERIENCED
X-Ray Technician
Position available in private X Ray office. Downtown location 5 day week. No nights or afternoons. Must have 3 years experience. Be able to accept responsibility and supply good references. Registration required. Excellent starting salary with semi annual reviews. Fully paid Blue Cross, life and Disability insurance. Annual leave days plus liberal vacation in first year. Participation in pension profit sharing plan. Phone
271-7202
After 5 3 PM

RECEPTIONIST
for Birmingham Pediatrician's office. General office procedures including insurance forms. References. Send resume Box 882, Observer & Eccentric Newspapers, 36251 Schoolcraft, Livonia, Michigan 48150

RN'S, LPN'S
All Shifts
Medicos
RECOVERY CARE CENTER
22355 W. 8 Mile
(3 bl. W. of Lahser)
255-6450

NIGHT TECHNICIAN for growing medical center, industrial and family medical experience a must. References
398-6266

LPN'S or RN'S for relief in county nursing home. Royal Oak. Ls 9-8020

EXPERIENCED medical receptionist. Knowledge of peg board, all types of insurance, able to type & capable of handling all front office duties. Monday through Friday, 9 AM - 5 PM
357-1883

502 Help Wanted Dental-Medical

DENTAL Hygienist, full time. Madison Heights area 398-7800

DIETARY SUPERVISOR
-ON CALL-
We have an immediate opening for an "on call" Dietary Supervisor. Prefer candidate with Associates degree in Food or Dietetic Technology. If you are interested in working only now and then, this is an ideal opportunity for you. For more information call Personnel
MetropolitanHospital
& HEALTH CENTER, WEST
28303 Joy Rd., Westland
522-6800, ext. 286
An Equal Opportunity Employer

DENTAL Office in Plymouth will hire one morning and one afternoon assistant. Only trained chairside assistants with minimum of 2 years experience need apply. Send resume to Box 840, Observer & Eccentric Newspapers, 36251 Schoolcraft, Livonia, Michigan 48150

MEDICAL ASSISTANT Part Time. Approximately 25 hours weekly including Saturday mornings. Some experience preferred. Work is done each week in West Detroit clinic. Must have own car. Paid Blue Cross, holidays and vacation. 7 Mile and Middlebelt area. Call for interview 477-7023

EXPERIENCED DENTAL Assistant. Top salary, excellent environment. College 10 Mile area. 477-7391

RN's and LPN's
NURSES AIDES
FULL & PART TIME
All shifts. Apply in Person
LAHSER HILLS
NURSING CENTER
25200 Lahser Rd. Southfield
354-3222

RECEPTIONIST for Doctor's office. Must be experienced in office procedures including Payboard and all types of insurance forms. Farmington

RN'S, LPN'S
NURSE'S AIDES
Full and part time available on all shifts. No rotation. Excellent pay scale and benefits. Skilled nursing facility. Northwest area. Call Director of Nursing
255-1010

RN for family practioner office. Can be Part time. Must be able to work with 3 evenings, experienced with injections and venal punctures 653-6060

NURSE AIDES
Afternoon shift, full time, experienced. Good pay and benefits, pleasant surroundings. Apply 9-4 Monday through Friday. Nursing Dept.
FARMINGTON NURSING HOME
30455 Fourteen Mile, Farm.
477-7400

SHARP FEMALE
Needed as Office Manager for progressive Dental Practice in Bloomfield Hills. Public Relations experience necessary. Reply Box 828, Observer & Eccentric Newspapers, 36251 Schoolcraft, Livonia, Michigan 48150

DENTAL ASSISTANT
For 4 handed Dentistry in progressive and busy office. Must be experienced. Bloomfield Twp. Send resume to Box 840, Observer & Eccentric Newspapers, 36251 Schoolcraft, Livonia, Michigan 48150

X-RAY TECHNICIAN
Part-time
New Radiology Clinic
937-8155

DENTAL TECHNICIAN
Bloomfield Twp. for two Doctor of Dentistry. Experience preferred. Excellent opportunity for advancement. Call 647-6630

DENTAL ASSISTANT. Office Southfield. Only those who are ready, able, no evenings or Sun. Well off. Experienced. Send resume to Box 821, Observer & Eccentric Newspapers, 36251 Schoolcraft, Livonia, Michigan 48150

504 Help Wanted Office-Clerical

Full time position open. Farmington Hills. Typing required. Call Miss Hanson 851-1900

Legal Secretaries
We have many fine openings for experienced legal secretaries with good skills.
Ask for Grace
HILLSTROM & ROSS AGENCY
Southfield 557-3007

SECRETARY to High School Principal. This position requires excellent office procedures including typing minimum 50 WPM, shorthand minimum 80 WPM. Ability to relate well with the people. West Bloomfield Schools 682-3555

SUPERMAN NEEDS
SUPER SEC'Y.
No no need to fly faster than a speeding bullet but top name Wholesaler company DOES seek well organized person with sharp secretarial skills and dazzling phone manner. Lots of public contact here $180 week to start. Regular raises. Call Kathy 261-2111 till 6 pm weekdays. Company pays personnel agency fee.
PERMANENT STAFF

CLERK-TYPIST
Must be good at Math and like to work with figures. Experience helpful but not necessary. Salary Range Open. Send reply to Box 596, Observer & Eccentric Newspapers, 36251 Schoolcraft, Livonia, Michigan 48150

KEY PUNCH OPERATORS
Day & Afternoon Shifts. Experienced on Unifac and Interex.
522-1770

SECRETARY with good typing for manager of Southfield firm. Salary $540, plus benefits

SOUTHFIELD Doctor's office needs file clerk. No experience necessary. Salary $433. Benefits

ACCOUNTING CLERK with some typing, for Southfield Company. Experience required. Salary $500 plus benefits

MEDICAL SECRETARY with good typing and shorthand, for head office of Detroit firm. Salary $690 plus benefits.

ACCURACY PERSONNEL
Birmingham 642-3050
Southfield 358-2010

504 Help Wanted Office-Clerical

SUBURBAN OPPORTUNITIES
SECRETARY to $713. For Paid Average 110 Good typing. Must have 4 years recent experience. Farmington
RECEPTIONIST. $575. For Paid Type 60 accurately. Outgoing personality. Southfield
TYPIST. $600. For Paid Type 60 with statistical experience. Will train. Mag Card. Southfield
TYPIST. $625. Beginning job. Type 50 accurately. Northville
Call Mrs. Evans 477-9840
SUBURBAN PERSONNEL

TYPIST
Beautiful Southfield publishing company. 65 wpm. Shorthand helpful. $540
Lois Ray Personnel
559-0560

SECRETARY
Southfield ad agency. Typing 75 wpm. Some shorthand. Immediate opening. $575
Lois Ray Personnel
559-0560

SECRETARY
If you are a fast, accurate statistical typist and enjoy working in a variety of projects in pleasant surroundings. Call Mr. Johnson
477-7391

Recept. Sfield $475 Fee Paid
Like public contact? Here's an interesting job for accurate typist who works well on own. Employer pays personnel agency fee. Call Amy at 542-3143 till 8 pm weekdays
PERMANENT STAFF

WOW-$700
Light steno experience? Looking for a secretarial job in well run, suburban office. Great benefits from well known employer. Call 261-2111 till 8 pm weekdays. Personnel
PERMANENT STAFF

GOOD with figures some typing. Large insurance company needs part time clerk. Hours flexible. Call Mr. Green 358-2138
An Equal Opportunity Employer

Bookkeeper $750
Royal Oak Fee Paid
Be well known employer who needs your full charge experience including taxes. Excellent benefits and advancement. Call Ms. Williams 542-3143 till 8 pm weekdays.
PERMANENT STAFF

Fantastic Fringes!
Payroll experience? Terrific job with W suburban employer who pays $500 personnel agency fee and all benefits including RN insurance. Life health etc. Call Gail at 261-2111 till 8 pm weekdays for more information
PERMANENT STAFF

CAREER opportunity for Secretary with some experience for manufacturing company. Good typing skills and shorthand essential. Pleasant phone voice and figure aptitude needed. Call ext. 215 753-6400

Reservation Desk
Top Southfield company needs bright well spoken experienced people. Earn $525 month on this secretarial receptionist job. Light shorthand helpful. Call Amy 542-3143 till 8 pm weekdays
PERMANENT STAFF

Fun Job! Ferndale
An office beginner who types accurately will train competent to interesting spot in purchasing department. $500 and full benefits. Start with a call to PERMANENT STAFF 542-3143 till 8 pm weekdays. Personnel

CLERICAL Position open for alert, ambitious individual with one year Bookkeeping experience. Must type minimum 60 WPM. Apply 9-3 Mon. and 1 to 3. Contamination Control. 13226 Farmington Rd. Livonia

Own-Ability
Fantastic fringe benefits here for sharp typist who wants general office work in W. suburbs. $525 to start. Company pays personnel agency fee. Call Dale at 261-2111 till 8 pm weekdays
PERMANENT STAFF

KEY PUNCH?
BEGINNER 5475
1 YRS EXP 6125 MONTH
High school grad with keypunch training or 1 years experience starts days for well known suburban employer. Company pays personnel agency fee. Call Dale at 261-2111 or come to 22100 Plymouth Rd.
PERMANENT STAFF

NO EXPERIENCE NECESSARY
People needed to work part time or over Southfield office 5-9 PM Mon. thru Thurs. and 9-1 PM Sat. $2.25 per hour to start. For more information call 557-8027

CAREER MINDED DEARBORN
Corporate executive needs regional assistant with recent secretarial skills. A responsible job in very pleasant surroundings. Requires flair for executive level contact. Fantastic fringe benefits. Salary $8 000 to $10 000. Call Ms. Gates at 261-2111 or bring resume to 22100 Plymouth Rd. Livonia, Mich. 48150
Personnel
PERMANENT STAFF

GIRL FRIDAY
with initiative for one girl Real Estate Office. Typing, shorthand and varied office duties. Ask for Mr. Gannon
255-0200

Like figures? $580
Madison Hts. Fee paid
By terrific company which needs bright promotable person with light typing 6 months figure experience required. Call 542-3143 till 8 pm weekdays. Personnel
PERMANENT STAFF

ESCROW SECRETARIAL position with Birmingham office of Transamerica Title Insurance. Call 3 years of college or work experience required. Typing 55 w.p.m. correct. Excellent opportunity for advancement with good fringe benefits. Salary open. Call Charlie Martin.
258-6180

Accounting $750
Oak Park Fee Paid
Some college accounting? General ledger experience? Excellent company requires no degree to start here. Terrific benefits include personnel agency fee, all insurances, stock purchase plan etc. Call Ms. Walker 542-3143 till 8 pm weekdays
PERMANENT STAFF

504 Help Wanted Office-Clerical

SECRETARY, experienced. Shorthand necessary. Very great Construction company. Send resume to Box 886, Observer & Eccentric Newspapers, 36251 Schoolcraft Livonia, Michigan 48150

SALES SECRETARY-young career minded girl with math that have accurate typing, knowledge of bookkeeping and pleasant personality for telephone work. 38 hr. week. Crooks Rd. area. Call for appointment 853-6580

BALONEYI
We can't believe that there's not ONE skilled secretary out there who wouldn't want a job with prestige employer who pays personnel agency fee. Call Ms. Elan 261-2111 for immediate appointment with

PERMANENT STAFF
OPEN TILL 8 PM WEEKDAYS
SOUTHFIELD Art Studio needs full time Bookkeeper. At least 2 years full charge experience required. Send resume and salary required to Box 876, Observer & Eccentric Newspapers 36251 Schoolcraft Livonia, Michigan 48150

FRIENDLY RECEPTIONIST
Suburban real estate agency needs your sharp typing and office experience. $540 up. Call Sheri Day today
353-6500
Snelling & Snelling
PERSONNEL

BOOKKEEPER needed for progressive Sales Finance firm. Must have experience in payroll and accounts payable. This is a challenging expansion position open only to those well qualified and dedicated. Call 358-5580

PERKY SALES SECRETARY
$650 Busy team of sales people need good typing, strong and dynamic personality to handle challenging variety position. Call Ms. Larson
353-6500
Snelling & Snelling
PERSONNEL

SWITCHBOARD 2 nights a week. Michigan Bell trained and experienced preferred. Call Mr. Hospital. Livonia Mr Tyler 477-6800 Ext. 229

BOOKKEEPER
National Construction Firm based in Livonia has position available for a qualified bookkeeper. Applicant must have current experience in preparing payroll and sales tax returns, bank reconciliation and trial balances. Applicant should be thoroughly experienced in accounts payable and payroll processing procedures and should have some working knowledge of DP procedures, some supervisory experience and at least 5 years experience preferred. Fringe benefits include Blue Cross, Salary open. Mail resume including salary requirements to Box 882, Observer & Eccentric Newspapers 36251 Schoolcraft Livonia, Michigan 48150

PART TIME experience necessary in all bookkeeping, typing and telephone duties. Apply in person Industrial Parts 13150 Industrial Livonia Between Plymouth and Schoolcraft

Service Rep.
FULL OR PART TIME
Bright aggressive gal for our pub relation department. Work in pleasant Bloomfield office talking to business and professional people. Salary position. Call Betty Moor Pam Rubin 557-2100

PART TIME OFFICE clerk good with figures. Knowledge of bookkeeping. Tel 12 Mall 353-1940

Key Punch Operator
For west side distribution center. Full time 1 year experience preferred. Call
455-1400

TYPIST for Lawyers office on 10 Mile in Southfield. Shorthand desired. $2.25 per hour. Part or full time depending on work schedule. 557-4433

SECRETARY
Good shorthand and typing required. Fringe benefits. Excellent opportunity to learn insurance. Southfield location
352-7350

INSURANCE GIRL for general agency. Farmington area. Experience helpful in personal and commercial lines. Phone for interview
477-2805

BEGINNER STENO
$5,720
Late shorthand in front desk. Advertising company. NW area Telda 336-6788
FULL OR PART PERSONNEL 1191
18280 W. 10 Mile Rd
SOUTHFIELD

SECRETARY BOOKKEEPER
1 girl office located in the Wayne Westland area. Should be familiar with bookkeeping through trial balance and have knowledge of payroll taxes. Shorthand helpful but not essential. Competitive typing required 326-7600

MTST OPRS.
See Maryann Burns
30045 5 Mile at Beech Daly
GIRLPOWER
Div. Manpower Temp. Services
965-7000

SMALL Manufacturing Firm needs Gal Friday familiar with payboard accounting system and maintenance of accounts receivable and payable. Other duties include some correspondence, typing etc. Must be good with figures and typing. Salary $600-$650 monthly plus benefits. Send resume to Signature Corp. 34000 Schoolcraft Rd. Livonia, Mich. 48150 Attn. Rita

504 Help Wanted Office-Clerical

CLERK TYPIST
Excellent opportunity for capable CLERK TYPIST who is interested in a diversity of assignments. Should have good typing skills, and ability to work with figures.
Assignment is in the corporate headquarters and is research oriented. Work with surveys and statistical material. Each assignment is exciting and different. Salary, plus full range benefits. Call
835-9500 ext. 242
BORMAN'S INC.
(Farmer Jack Supermarkets)
12300 Mark Twin, Detroit
between Plymouth & Fullerton
An equal opportunity employer

504 Help Wanted Office-Clerical

INSURANCE UNDERWRITER ASST
Seeking Commercial Property Underwriter Assistant. 2 to 3 years related experience. Excellent benefits and working conditions. Southfield. Contact NILDA MATZ
355-3000
An Equal Opportunity Employer

SHARP Secretary girl Friday. For exciting job in interior design firm located downtown Birmingham. Bookkeeping and full secretarial experience required. 645-6513

Accounts Receivable Bookkeeper
Excellent benefits. Experience necessary. Contact
C. KRUSE
STARK HOCKEY WEST, INC
7 MILE - GRAND RIVER
538-6600

WANTED MATURE good typist who can take excellent shorthand with a working background in bookkeeping. Steady employment. Offer excellent pay & fringes. Farm Bureau. Albert Goodman 398-3424

Sales Secretary
We are looking for a mature person with previous office experience for an established firm in Farmington. Good typing and shorthand skills required. Call for an appointment
477-5700
An Equal Opportunity Employer

BOOKKEEPER - FULL CHARGE
Must be Oakland County resident. At least 5 years experience. Auto Dealership experience helpful. Must be able to accept responsibility and capable of advancing. Reply in own handwriting stating age, references, past experience and salary expected. Box 624 Observer & Eccentric Newspapers 36251 Schoolcraft, Livonia, Michigan 48150

Institute of Science
STAFF SECRETARY. Museum of Natural History. Full time. Exceptional typing skills required. 65-80 WPM minimum. Some college education necessary preferably in the Biological, Physical or Social Sciences. Position involves administrative duties. Knowledge of IBM Selectric Typewriter and shorthand and office machines helpful. Starting salary $3.06 per hour with exceptional benefit package. Send resume including experience and references to Cranbrook Institute of Science, 500 Lone Pine Rd. Bloomfield Hills, Mich. 48013. Attention: Director

SECRETARY TO RABBI (Orthodox Jewish Congregation). Telephone, shorthand. Administrative and writing skills desirable. 851-5200

SECRETARY
RECEPTIONIST
With excellent typing, shorthand and clerical ability. Excellent salary and working conditions. Call
352-1450
FOR APPOINTMENT

PART TIME. General office. Must be available days and evenings. Apply Star Fence, 1222 S. Woodward, Birmingham

ADVERTISING
Billing Processor to take charge of all advertising business within the department. Must be familiar with rates, measurements, billing. Excellent typing skills and a good math background essential. Work in Detroit area temporarily until company moves to new Troy, Mich. corporate office. Opening in research department. Must be forward resume or letter to: Box 872, Observer & Eccentric Newspapers 36251 Schoolcraft, Livonia, Michigan 48150

EXPERIENCED reliable, dependable girl required for small office. Company in Novi area. Must be accurate typist, and have pleasant telephone manner. Send complete resume to Box 830, Observer & Eccentric Newspapers 36251 Schoolcraft, Livonia, Michigan 48150

IMMEDIATE OPENING
Person Experienced in Accounts Payable Department using 10 Key Adding Machine. Permanent job. Need apply: Central Livonia location. Modern Office. Hospitalization and life insurance. Hours 8 AM to 3 PM. Salary open. Please call for interview Mr. Ed Stewart, P.F.M. Inc. Box 2449, Livonia, Mich. 48151

EFFICIENT and versatile experienced executive secretary. Sharp typing, dictaphone and general office experience required. Salary commensurate with ability. North, western and 12 Mile area. Call Ken Russell at 352-8613

Assistant Bookkeeper
Statistical Typist
With experience to work in Troy for multi office Real Estate firm. Must be accurate & have good disciplined duties.
Call 643-9459

BOOKKEEPER, mature woman full charge experienced for CPA office in Bloomfield Hills. 5 to 8 hours day 626-8080

SECRETARY
One woman office, experience in General Office necessary. Full benefits. $600 month. For further information contact
MES Machine Tool Inc.
24205 Telegraph, Southfield
353-7450

506 Help Wanted Sales

MATURE SALESWOMAN
PART TIME
Weekends Included
357-4575

INSIDE SALES
Order Desk experienced only. Industrial distributor. Northwest area. Good conditions, all benefits. Box 20230-8 Detroit 48220

506 Help Wanted Sales

AMBITIOUS salespeople needed for progressive real estate office ideally located in Southfield-Lathrup Village area. Excellent commission structure and training program for personal interview call Mr. Sheldon 557-3500 today
Cranbrook
Assoc. Inc. Realtors
22860 Southfield

SOUTHFIELD LATHRUP AREA
The Lathrup office of Earl Kelm Realty, one of 25 Earl Kelm offices, invites you to inspect our facilities and examine your future potential with us in the field of residential Real Estate sales. In the prime markets of Southfield, Lathrup Village, Birmingham, Bloomfield. If you have the desire to succeed, we will provide you with the training, and selling tools to help you obtain your goals. For appointment call Mr. Frank 559-1300

INTERESTED IN SELLING REAL ESTATE?
Call TODAY for an interview
Kern Hackett 559-5290
Livonia Farmington
Jim Hackett 476-5030
Southfield-Lathrup
Ken Kinnan 552-9790
Westland-Garden City
Peter Kinnan 722-1623
chamberlain
Exciting New Jersey firm seeking responsible mature, creative experienced sales people. Call Mrs Rohner of Stowe Of Bloomfield 644-2181

THE DURBIN COMPANY
REALTORS
BLOOMFIELD HILLS OFFICE
Energetic hardworking salesman wanting a career in real estate sales. We want to talk to hard working people who are willing to help people meeting people & are able to effectively involve themselves personal. If now possess these qualities, call Mr. Beaman for a personal interview 647-5225

THE DURBIN COMPANY
REALTORS
1281 N. Woodward
Bloomfield Hills
Across from the Bel Air Motel
& N. of The Kingsley

LOOKING FOR A PART TIME JOB?
Do you have some free time? Would you like to earn a free Christmas this year? L & B Toy Club has the answer! Earn money, your money problems and a lot of friends. Christmas wines
425-6262
729-6190 524-9053
Ann Barking Home Parties
Highland, Commerce, Park

SALESMAN experienced only. Lots of leads. Bernie's Wines 532-1330

ROUTE SALES - $300
Food company will train for route spot. Chauffeur's license necessary. Retirees preferred. Work with Mom. Call Kathy Baker
588-5400
Snelling & Snelling
PERSONNEL

LEARN
Real Estate in just a minimum of program
EARN
$25,000 or more the first year
OWN
Your own business in 3 years through our Ladder of Success plan
DRAWS
Available equal to 1st year
Norwood
No. 10, Inc 459-2800

FULL OR PART Time Sales work in new open home. Must have previous retail experience. Referred salary. Call Mr. Ed Bell at Shepard Shoes, Mall Mall Mall Troy

506 Help Wanted Sales

COMMISSION SALESMAN
To Work for Established Coffee Service Company. Full or part time. High Commission Paid
255-3500

SALESLADY
For a Dress & Sport Shop. Must be experienced, be able to assume some responsibility. Excellent commission and salary. Apply at Fineline Dress Shop, 242 W. 9 Mile (Ferndale) LY 7-3033

MEN & WOMEN IN Real Estate
• You will be trained to pass the state license exam.
• You will be trained in sales methods to obtain maximum profits.
• You will receive continuous hour monthly training.
We are members of the MLS and the NATIONAL ASSOCIATION OF REALTORS.
Call 261-8000 ext. 209
Murnighan Assoc., Inc
26400 Grand River
IN LIVONIA
REAL ESTATE SALESMEN are presently interviewing week long training classes. 476-6020

REAL ESTATE
OPENING FOR 2
WESTLAND-GARDEN CITY & LIVONIA
Mr. Castelli 525-7900

WANTED SALESPERSON for Jewelry Store at Westland Center. Starting Nov. 13. Call 722-6100

AVON
DO SOMETHING INTERESTING THIS FALL AND EARN MONEY. Call Avon Area Representative Sally Rohner of Stowe Of Bloomfield 644-2181

Experienced, Part Time SALES PEOPLE
Sales help wanted on a part time basis through Christmas. Apply in person JCPenney Personnel Office, Northland Center, Monday thru Friday 9:3 AM
JCPENNEY
An Equal Opportunity Employer

CASHIER
Experienced only in Auto and Home Supply Store. Hours Mon. thru Sat. Will Rotate 10 AM to 8 PM. 537-1613

SALESPERSON
Part Time to work Saturdays. Mr. Johnny & Ms. Juliette's Fashions. Apply in person 30 Cass 351-1330

SINGER CO
TELWATCH
SHOPPING CENTER
Telegraph 12 Mile Rd.

EXPERIENCED SALES REPRESENTATIVE
Vehicle Leasing
Interesting position for a self starter. Training includes a minimum expense account. Excellent income potential. Contact Mr. Ed Kaplan, Manager, Leasing Department, 1-800-521-1000

506 Help Wanted Sales

NEW FARMINGTON OFFICE
SALESMAN WANTED
START AT THE TOP
The Durbin Company Realtors need aggressive sales personnel to join our new Farmington office. We provide the office, the training, the tools, services, a complete listing program and many other benefits. Earn unlimited income. Call MEL DURBIN.
851-1300
Mel Durbin
Farmington Hills Office
THE DURBIN COMPANY
REALTORS

REAL ESTATE MANAGER
THE DURBIN COMPANY
REALTORS
Requires a top notch Real Estate Professional to manage our new Farmington office. This once in a lifetime opportunity offers you all the benefits of owning your own business without many of the attendant problems. For a confidential interview call MEL DURBIN today!
851-1300
Mel Durbin
Farmington Hills Office
THE DURBIN COMPANY
REALTORS

500 Help wanted

DETROIT TESTING LABORATORY, INC.
ESTABLISHED 1903

MECHANICAL TECHNICIAN
We have an immediate opening for the following position Mechanical Hydraulic Technician. We have an immediate opening for an experienced Technician to perform testing in our automotive and products testing laboratory. Must be capable of set ups, as well as instrumentation and test, using pneumatic cycling, hydraulic cycling and mechanical engineering analysis and repair experience.

ELECTRONIC TECHNICIAN
Experience in vibration, shock, sound systems and associated instrumentation. Individual must be capable of performing set ups, fabricating and repair of electronic equipment. Minimum 40 hour week, all benefits.

AN EQUAL OPPORTUNITY EMPLOYER
8720 Northend Ave.
Oak Park, Michigan