STOCK BOY, full time, driver's license, Alan Lori Carpets, 19711 Middlebell, Livenia STOCK BOY, part time. Must be 17 years of age. Apply in person; Aladdin Drugs, 25380 West 8 Mile. Southfield STOCK BOYS - full time cally.

Must be 18 years or older and able
to drive. Apply: LaSalle Distributing Co., 20201 Livernois,
Detroit.

STOCK BOY wanted weekends, apply in person, Timberlane True Value Hardware, 42780 W. 10 Mile Rd., Non. 348-2330 STOCK BOY

Young part-time college student for stock work at retail lumber outlet. See Mr. Dare at Salem Lumber, 30650 Plymouth Rd. STOCK BROKER TRAINEE

To \$30,000 Will train. Suburban potential. Call Larry

Personnel Recruiters 358-3300 WAITRESSES, full time, no nights, Sundays or Holidays, 5 day week, Excellent tips, Call after 3 P.M. Mrs. Palmer 589-2109 STOCK CLERK waitresses - I need a business builder, full or part time rights, cocktail experience preferred but not necessary. Please see Robbie at Olic G's, 7 Mile-Grand River 4-7 nm. Wanted, Permanent Position-s able. Must be at least 18 years Apply in person only. UNITED PAINT & CHEMICAL

24571 Telegraph, Southfield Just S. of 10 Mile Rd. STOCK CLERK te. 40 hour week. Mus Full time, 40 boar week. Must be 13 years or older, mature, respon-sible. Apply in person, between 9AM-4PM to Phillip's Shoes, North-land Center. See Manager. Mr. Jay.

STOCK HELP WANTED - Must be 18 or over. No experience neces-sary, will train. Apply in person at: Merchandise Mart. 3368 North-western Hwy., at 14 Mile. STOCKMAN, full time days. Experience preferred. Apply in person. Arbor Drugs of Milford, 983 East Summit, Milford. STORE MGR

TRAINEE TO \$12,000.
Fortune 200 Co. Salaried position.
excellent benefits, paid training,
rapid promotions. Eves. Sun., call
Joe. 373-0333 or Kelly. 277-6439 Personnel Recruiters 358-3300

SURFACE GRINDER HANDS & APPRENTICES

Immediate Openings APPLY TODAY STAHL MFG. DISHWASHERS BARTENDERS IM COACH for 1978 su preferred Apply to Heart of th Hills Swim Club, Box 83, Roches ter, Mich. 48053. Apply in Person: SAIL INN 25101 TELEGRAPH RD. UTHFIELD 358-1

SWIM INSTRUCTORS
Saturday Morning, 8:30-2:30. Troy
YMCA, WSI & Senior Life-Saving
Required Call Jim Garta 542-9170

SWIMMING INSTRUCTORS INSTRUCTORS

We Tang International differs eaerer copyrationities with excellent
series deportunities with excellent
starting stalary for life guard's
swimming instructors. Application
must be in excellent physical code,
tion and have current advanced
Lifeaving and Water Safety in
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The structors a TELEPHONE ANSWERING service operator. Day shift. Will train mature woman. Must write legibly and be able to soell. 355-3100 TELEPHONE SOLICIT

rience necessary. Salary & commis-sion, 10 AM - 3 PM or 3 PM - 4 PM Call Mr. King 353-070

TOOL &
DIE MAKER
build and maintain small
fixtures.
GOOD BENEFITS 476-4550

TOOL & GAUGE WAITRESS, 11 AM - 6 PM, 5 days Farmington area. 625-509 MAKERS JIG GRINDER WANTED: Common Cook to take care of people from the hospital. 3 Meals a day & serve medicine 3 limes a day. Woman, man or couple. Willing to pay minimum wage. Anytime. 333-8316 SURFACE GRINDER LATHE HAND Blanchard Grinder Top rates for qualified personn D.T.A. benefits. Well equipp shop in suburban location. Apply person or call; \$38-2180 WANTED: full or part tim mature help to work in ice crean parlor in Northland Center. Excel ent working conditions. Call Mrs Jain after 4 PM 474-467.

LANGLOIS CORP.

TRAINEE
MACHINEST Trainee opening,
some experience helpful, but not necessary. Must be able to read blueprints. Be Mechanically inclined Apply: 21411 W. 3 Mile. Livonia.

TRAINEE Short Order Cooks wanted Apply Palace Fine Foods. 23904 W. 7 Mille, Livenia.

WANTED - we TRAVEL RESERVATION AGENT Experienced in Domestic, Com-mercial Accounts. ounts. WAREHOUSE MANAGER - Furniture company, Experienced and professional. Excellent working conditions. Send Resume to Pat Fitz-simmons, 14214 Cranston, Livenia, 48150.

572 Help Wanted Dental-Medical

OF NURSING Opening for Registered Nurse to assume responsibility for supervision of Pontise Unit of Mercy School of Nursing (which is secred at St. Joseph Mercy Hospital in Pontise). Repossibilities include supervision of all aspects of the carriculum and extra curricular activities in this unit. Applicant should have a MS-N, and experience in teaching or adminis-tration of a school of Nursing.

ASSOCIATE DIRECTOR

Send resume to: Mildred Lesinski, Executive Director, Mercy School of Nursing of Detroit, 2242 East Grand Blvd., Detroit, Michigan, 48211

500 Helip wanted UNCLE SAM'S

An Equal Opportunity Employer

VISTA - ACTION volunteer needer
to tokain local support and funding
for an Oakland County project to
davance equal opportunity and
housing. Experience in planning,
writing and presentation of the
monitoring properties of the planning,
writing and presentation of the
monitoring properties of the
monitori

WAITERS and Waitresses. Apply in person after 2 Pm, 29296 South field Rd., at 12's Mile, Southfield.

WAITRESSES

Must be 18. Part time eve-nings and weekends. Apply after 4 pm. HARBOR HOUSE, 9407 Telegraph, Redford, Kar-vette Shopping Center.

WAITRESSES

Fall time Apply within. The Original Pancake House 13335 W. 10 Mile. Southfid. Betw. Southfield & Evergreen WAITHESSES wanted. Apply in person at Palace Fine Foods, 2830 W. 7 Mile. Livonia.

WAITRESSES & Waiters, experienced, China Star, 270 S. Wayne 3d. Westland.

WAITRESSES - food and cocktail.
Full or part time. Experienced

WAITRESSES - all shifts. Apply Ram's Horn Restaurant, 2035 Mid-dlebelt, Livonia.

WAITRESSES, bus-boy, dish-washer, 10 - Telegraph area, Fin-gers Saloon, Ask for Lou, 353-3910

WAITRESSES WANTED
Day & Night Shifts. Over 18, experienced. Call Rusty after 3 PM.
534-0004

WAITRESSES

BUS BOYS

WAITRESSES KITCHEN UTILITY

or Day and Evening shifts. Many free benefits, paid vacation bove average earnings. Apply it erson at.

person at..
HOWARD JOHNSON'S
RESTAURANT
Telegraph at Maple Rd.

WAITRESSES

Meals & Uniforms furnished. Fin earnings. Excellent benefit pro gram.

HUDSON'S

NORTHLAND

WANTED: full time Bus Boys for fays and midnight shifts. No expe-rience occasary. Apply at Place Restaurant, 27545 Plymouth Rd. Livonia. 261-6070

WANTED: Man to drive large truck for route work. Call after 10AM. 425-8242

WAREHOUSE personnel full time, large multi million dollar elec-tronic firm in Oak Park has growth opportunity available for the right person. Call Mr. Mack for inter-view. S41-0010 WAREHOUSE shipping and receiving applicant should be a caree oking for full and part time must be 18 to 25 year old, male and female for the fol-ing positions, fluorman hartendpewiween 11 -4. We are located on Felegraph at Schoolcraft. 538-1645 An Equal Opportunity Employer

500 Help Wanted

Warner Swasey 4-A Lathe Operator STEADY, DAYS 23874 Kenn West Dearborn

West Decriborn

West Decriborn

BLOOMFIELD is seeking applicants for the position of fire fighters. To qualify you must be eligible under CETA tille No. 6; guidelines. Township ordinance 34 and must successfully complete courses in advanced emergency medical technicians, equivalent to OCC or Madonns College by March 31.

1978. CETA requires residence in

WELDER - Fitter, structural and sheet metal, Farmington area, 478-8330

#E NEED 4 mature women to help us with our daily house-teeping of beautiful Westland Cor-ralescent Center. Located across from Westland Shopping Center, easily accessible from 1-275. Call Mrs. Feast to schedule interview. 728-610 WOMAN for dry cleaners. Full or part-time. Must be able to sew well. Redford. KE 7-1609

WOMAN for general kitchen help afternoons. Apply in person Olc Mother Hubbard's, 33775 Ford Rd. Garden City. Garden City.

MALE and FEMALE applicants for contitions open, 139 W. needed for positions tyen. ... Maple. 544-4254 Birmingham Employment Bureau

MACHINIST

LANDIS MFG. CO. Ferndole, Michigan 566-2311

CONTROL COUNTER or Nights, possible weekends. Elerienced male preferred. Fring neeffits available. Apply in person MAYFLOWER LANES 25600 Plymouth Rd. 12 Mile W. of Beech Daly

SNACK BAR COOK NIGHTS & WEEKENDS refer experienced woman, matu Cooks, experience not necessary, Must be 18 years. Please call between HAM-3PM, and ask for Ms. Lee. 474-2850 nd responsible. Apply in person.
MAYFLOWER LANES
25500 Plymouth Rd.
's Mile W. of Beech Daly

COCKTAIL WAITRESS
LOUNGE & CONCOURSE
Experienced, mature and depend LOUNGE & CONCOURSE
Experienced, mature and depend
able for Nights. Fringe benefit:
available. Apply in person:
MAYFLOWER LANES 25500 Plymouth Rd. 's Mile W. of Beech Daly

Income Tax Preparers

Nationwide come Tax Service 584-7640 WOMAN wanted 2 to 3 days approximately 2021 hrs. per week, counter work for small service business; selling helpful but not necessary. Call between 10:304 pm. Magic Weavers, Royal Oak 549-2151

WOMAN wanted for light work in wholesale warehouse, some clerical or sales experience helpfu Livonia, 11963 Market St. 1 bloc W. of Levan off Plymouth Rd. VOMEN for light assembly work Line Precession Products. Red ord Twp.. 537-368

WOMEN
Need 3 for TELEPHONE SALES
work. Permanent and pleasant
working conditions Day and Evening Hours available. 1259 per
hour to start PLUS Bonus.
349-3875

YASSOO GREEK VILLAGE no accepting applications for full tim dishwasher, hostess & barmal Part time cocktail waitresses busgirls. Apply in person 4618 Woo usgirls Apply in pe rard, Royal Oak.

Now accepting applications for ex-perienced Cocktail Waitresses. Bar Maids, Bus girls and Hostesses. Apply in person at 4616 Woodward, Boyal Oak.

YOUNG Man for part time counter receptionist, Raquet Ball Courts of Farmington/ 474-131

Farmington: 474-1315
YOUNG MAN To Pump Gasoline d
Sell oil. Part time. Mon-Fri. 7PM
Midnight. Min. age ils. \$2.75 per hr
Telegraph Area. Redford. 531-9550 YOUNG WOMAN or man. part-time. to work doing carpet clean-ing: also lady to type in my home, part-time. Redford area. 538-6631

part-time. Redford area. \$34-833

Oll. Recycling plant in Redford Twp. needs: Lob Assistant-must have 2 years of College. Chemistry or equivolent, to the Lob. Supervisory and learned the Lob. Supervisory experience destroble; Call \$33-2851

502 Help Wanted Dental-Medical

DENTAL RECEPT. - \$800 + Excellent career opportunity awais gal with good dental expe-rence. Type 4550. Brautiful subur-ban office. in office.
TOWN & COUNTRY
EMPLOYMENT CENTER
Aed., Dental Div. 474-1717

S09-8420

RESCEPTIONET
Very interesting activities. Pulltime. Must type. Apply 9 AM to 5
PM, Man.
WESTCOTT HOSPITAL
24129 Grand River
3 BR. W. of Telegraph

502 Help Wanted Dental-Medical

DERIGI-PREGRAM

y. efficient. dedicated per
long term employment. 1
i. toward Animal Technic
lifesis. Very lateresting act
WESTOOTT HOSPITAL
WESTOOTT HOSPITAL

ZHIP GRAM RHE

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HEAD RECEPTIONST
Career efented, mature, esperenced Receptional to coordinate
8 get office. Apply 9 AM to 5 PM,
Mon. WESTOT. HOSPITAL
24425 Grand River
5 bb. W. of Telegraph. RNS, LPNS, full and part time positions, Oak Hill Nursing Home, 477-7373

EXPERIENCED MEDICAL Clini Manager wanted for busy multiphysician clinic in western Wayne County. Send resume to box 352. Observer & Eccentric Newspapers, 36251 Schooleraft, Livonia, Mich-igan 44150.

RECEPTIONIST - Amistant for Oral Surgery office. Southfield SEWIVES - students, full or part time, nurse aide positions, available on all shifts. Challenging positions with flexible hours. Apply at Oak Hill Nursing Home in Farm-ington. 471-7373 person able to work with Geriat-ric patients. V.P. E.K.G., X-Ray and Medicare Insurance helpful. Typing a must. Farmington, 10AM-12 Noon. 4742501

DENTAL ASSISTANT OR Recep-tional, chair side experience & typ-ing. Mature preferred. Farmington 55,2021 DENTAL HYGENST
Full time. Preventive Dentistr
practice. Livenia. 261-7611

NURSES AIDES

NURSES AIDES
ALL SHIFTS nor available. Full
time positions. mature persons.
Will also consider part time. 5 or 8
hours per day. See Ms. Waths.
Nightingole West
sists Newburth Rd.
Westland. near Joy Rd.
AE Equal Opportunity Employer
RN - LPN
ALL SHIFTS
Head Nurse - Doys
Good starting starters. and good starting starters.

Good starting sataries, and good hospital benefits. Full and part-time. Modern facilities. See Mrs. NIGHTINGLALE WEST

AIDES & ORDERLIES All Shifts BEVERLY MANOR

Convalescent Center 24500 Meadowbrook Rd. Novi 477-200 DENTAL RECEPTIONIST Experienced, mature person have knowledge of ins forms. Call for interview. 335-8021

DENTAL ASSISTANT
Experienced only, part time, ne evenings or Saturdays, Redfore area, Call \$35-118.

PART-TIME experienced Doctor's Assistant. Birmingham area. 20 to 25 hours per week. Reply to: Bot 338. Observer & Eccentric News papers. 35251 Schooleraft. Livonia Michigan 48150. Michigan 48150.

AIDES & ORDERLIES, All shifts, for small nursing home in South field. Pleasant working conditions.

SS7-3331

NURSES' AIDES - needed for might and day shaft. Openings available now or start Openings available now or start Openings of middle of September. Apply in person, Westland Convalescent Center. 3/137 W. Warren, across from Westland Shopping Center.

DENTAL Assistant, Part-time experienced. Must know insurance Minimum 25 years old. \$37-299 DENTAL ASSISTANT. Birming ham, certified or previous expe rience. 6421440, 643456

LPN - RN ALL SHIFTS

BEVERLY MANOR 24500 Meadowbrook Rd. NOVI 477-200

NURSE AIDES are looking for people when a love and understanding of elderly. We pay better that area nursing homes and as

WHITEHALL Convalencent Home
43455 W 10 Mile. Novi
NEEDED MEDICAL Assistant
with knowledge of typing venipucture. ENG & front office work.
Full time position. Sosihifed A rea.
574711

FULL-TIME receptionist, for Optometric office in Farmington Hals.
For Interview, please call 277,320 NURSES' AIDES

NURSES AIDES
Full time, all shifts, Apply
in person Mon. Fri. 10
AM - 4 PM.
HOPE CARE
CONVALESCENT
CENTER
3410 Cherry Hill Rd.
Westland RN'S. LPN'S

DAYS & AFTERNOONS
Apply in person
MEDICO'S RECOVERY CARE CENTER 22355 W. B Mile Rd. 3 blk. W. of Lahser 255-6450

Nurse's Aides Afternoons, Midnigh in person. MEDICO'S

RECOVERY CABE CENTER

RECOVERY CABE LANGUAGE

502 Help Wanted Dental-Medical 502 Help Wanted Dental-Medical MIDNIGHT Nurse - 2 or 3 ni week, pleasant working condai Apply in person: Middlebelt N ing Center, 14900 Middleb Livoota. RN, excellent working conditions Small private nursing home is Southfield. 557-333

PHYSICAL THERAPIST
2 years experience. Sate registered Full Time-Part Time or Contractual 18000 yearly, pass car.
Excellent benefits.
METRO HOME HEALTH
278-7000 CHALLENGING position for th special RN or LPN to work with variety of interesting patient Wayne, Michigan. 729-08 DENTAL ASSISTANT - busy office, no experience necessary, will train. Westland. 723-1730

NURSES AIDES

DAYS & MIDNIGHTS FULL & PART-TIME

CAMELOT HALL

35100 Ann Arbor Trail LIVONIA

RN-LPN

RN-LPN
DAYS - Full & Port-Time
EVENINGS - Port-Time
NIGHTS - Full & Port-Time
Short hours also available. C
Marie Beauthamp Westland C
valescent Center. 728-6100.

RN SUPERVISOR

Wayne, Michigan. 729067

NURSE AIDES, full time all shifts. Starting wage \$255 an boor.

Apply in person between 9 AM and 5 PM. Mon. through Fri St. Jude Convalescent Center. 3139 Ann Arbor Trail. Livonia. HECEPTIONIST for dental office Experience preferred. North Wood ward area. Knowledge of pegboare and insurance helpful. 549-3076 ORAL SURGERY assistant, experienced preferred, Birmingham area. Call between 24PM 6461721

EXPERIENCED CDA
wanted for super office in Chwson.
Good pay and fringe benefits. Call
Mary.
435-0012 MEDICAL Assistant, full time. At least 1 year medical office experience or training. Send resume to P.O. Box 244. Farmington, Mich. 48024. AFTERNOON & MIDNIGHTS FULL & PART-TIME CAMELOT HALL

MATURE dental assistant with front desk experience for 4'y days Farmington Hills area. 552-225 PART TIME. 20 hours per week. Receptionist with some medical be-ling background peeded for Med-cal Office in Livonia. Ros. 254. Observer & Eccentic Newspoers. 2023 Schoolcraft. Livonia. Mich-gan 4119. EVONIO

REGISTERED EMERGENCY

MEDICAL TECHNICIAN

I you are a registered emergency
medical technician & want to use
your training, we have openings
for a Full-lime person to manage
as cenerycary hot lane. Good pay
considered to the control of the igan 48150.

CHARSIDE Assistant, experienced, for 4-handed denistry. Thorough knowledge of all denial procedures required. Redford area Pension & profit sharing benefits available. \$322062 PART-TIME Dental Assistant, some deak work, experienced, Farmington Hills area, 605-1417

NURSE'S AIDS Five day paid training class Full time or Part Time. Day shift employment. Attendance banus. Start today, Apply in

LOIS RAY PERSONNEL 559-0560 FEMALE SECRETARY Wanter Must drive & be able to trave Must have a very neat appearance Anytime. 338-591

Anytime. 338-8916
CHIROPRACTIC ASSISTANT
Receptionist-Assistant for local
chiropractic office. Experience preferred but will train. Apply in person Thurs. only. 91: 37-27448 West
7 Mile Road, Livonia. 7 Mile Road, Livonia.

SECRETARIAL WORK
Good Typist & Shorthand nece
sary, previous office experienc
good salary. Southfield Area.

55743

Equal Opportunity Employer
DENTAL RECEPTIONIST a
busy Livonia specialist's office.
Full lime, permanent long term
position. Must be at least 22, neat
in appearance, personable,
intelligent, and able to handle
numerous responsibilities. Experience preferred but willing to
train right girl. 251,7801

train right girl. SS/7801

ASSISTANT for Ophthalmologist's office, must be able to get along with people; be well groomed, neat, and cager to learn. Salary commensurate with ability. Pleasant working conditions, excellent fringe benefits. Send returne to Lewis G. Harmon, M.D. 200 N. Woodward, Bloomfield Hills. Mi. 40013

NURSES. Full or part-time, all shifts, for skilled nursing facility Apply Hendry Convalescent Center 105 Haggerty, Plymouth. NURSES Aides, all shifts, full part time, will train, Hendry covalescent Center, 105 Haggert Plymouth.

RN'S-LPN'S

Use the skills that you have been trained for, work in the best of working environments. Apply your managerial training in a professional setting, Excellent benefits and competitive salary. Apply, in person

NURSE'S AIDES Full time positions now avail able. No experience neces sary. Closses now beginning Be paid while you train Apply in person UNIVERSITY CONVALESCENT & NURSING HOME 28550 5 Mile, Livonia Between Inkster & Middlebelt

RN'S, LPN'S
FULL & PART TIME
Days & Afternoons
Apply in person Apply in person
FRANKLIN MANOR CONVALESCENT CENTE 352-7390

NURSE AIDES & ORDERLIES
FULL OR PART TIME
ALL SHIFTS
Apply In Person 9 + 4 P3

CONVALESCENT CENTER 352-7390 NURSE AIDES

FULL TIME Receptionist, Oral Surgery Office. Birmingham are: Call between 19 AM and 4 PM. NURSES - RN or LPN, all shifts paid Blue Cross. Pleasant working conditions. Call Mrs. Craig. 354-322

conditions. Call Mrs Craig. 334-322.

DENTAL HYGENIST

We are looking for someone to joir
our Preventive Oriented Practic.
in Plymouth. Pleasant surround
lags & enthusiastic staff. Pleassend resume to Box 202. Observet
& Eccentric Newspapers. 3525
Schoolcraft, Livenia. Michigar
48150.

HECEPTIONET

Busy Ophthalmolysis's office, ful
time, Blue Shield, Medicare, Medicaid, Pegboard, Telephone, Ophthalmologic terminology belpful
Send resume to Box 28, Observer
4 Eccentric Newspapers, 3625
Schooleraft, Livonia, Michigan
44150.

EXEC

Ass's to Gen Mgr of investigation & security company, Girl Friday, type 60-70WPM, shorthand, etc. Excellent pay & fringes. Northwest Despit cares.

504 Help Wanted Office-Clerical

Bookkeeper-Gen1. Ofc. nia contractor needs tious, reliable, and ed person to take cha Payable, union payroll, good ng skills. Salary and benefits

SUBURBAN OPPORTUNITIES
CRETARY, to \$750, Fee Paid
Persified duties with S.H. Farm ington area.

JR. SECRETARY, to \$500, Fee Paid, SH, 830, Type 50, Beginning position. Southfield.

INSURANCE SECRETARY, to 1753, Fee Paid. Lde insurance experience required. No SH. South-

Ecten.

Are Section. National Compsouthfield.

INSURANCE CLERK. 100. Fee
PAG. Experienced. Major medical
cities approver. Southfield.

ACCOUNTS PAYABLE. in 8604Fee Pad. Minimum 1 year experance. Advertising Anemy. Southrance. Advertising Anemy. South-

SOUTHFIELD LAW FIRM : will train good typist for mag card and dirersidied duties, benefits, \$700.

SECRETARY
Experienced
Livonia Architectural Odice
(27/2070

DENTAL RECEPTIONIST: Experience preferred, but willing to
traba Busy congenial practice in
prainings it. Send resume to Box
200. Observer & Eccentar. News
papers, 36231 Schockraft. Livonia.
Mehgan 41820

RECEPTIONIST for Doctor's office with experience in Insurance Billing Please send resume to: Box 356. Observer & Eccentric Newspapers, 36231 Schoolcraft, Livonia, Michigan 48150.

SALES Secretary. Typing neces-sary. Diversified responsibilities. Excellent working conditions and benefits. Located in Troy. 3575. 3824031 benefits, Locarco Marion

LEGAL SECRETARY - Interesting, creative, magcard experience preferred, criminal and domestic relations, for small firm.

851-961

INTERESTED IN CONSERVATION?

immediate varancies to work Conservation related projects, su as Parks Beautification, Reforest tion of County Land, Developme of a Nature Trail, Arboretum, etc.

EXPERIENCED operator for tele-communications machine. Bur-roughs TC-500 & TC-4000 Livonia area. Excellent pay. Contact Gary Reasor. \$25-6220 These are temporary position: available through September 30 1977

VPM - required. Great benef 250 and up per month. Fee paid.

OFFICE MANAGER, east side to cation. bookkeeping experience thru trial balance. Type 56WPM \$800 per month and up

elerit System Equal Opportunit Affirmative Action Employer

Daniel T. Murph County Executiv

sonnel dept. 23.8382

LARGE SOUTHFIELD - Law firm is ready to hire 5 legal secretaries immediately: Looking for experience in: domestic relations, this galion, real estate or probate with good typing and shorthand you will start at \$823 to \$866 with full benefits and fee paid.

magnam company, nome owner and auto experience required k this excellent company Salary \$63 to \$750 with benefits and fee paid. SUBURBAN AD AGENCY on executive secretary with a skills for top level VPS. Lutus surroundings, salary \$10,000 benefits and nice fee arrangements.

MARTIN PERSONNEL Maple BIRMING

GENERAL Office work: Filing, typ-ing, order entry, etc. Oak Park area, moving to Farmington area.

504 Help Wanted Office-Clerical

ATURE RELIABLE Wor Receptionist. Lypist position at Farmington Community Center. Evenings. & Saturday Morning tours. Call 477-8404

hours Call 677400
STATISTICAL TYPIST or Brinds
ham CPA firm, permanent, full or
part time. Shorthand preferred.
Fringe benefits. 624733
GAL FRIDAY Secretary/Brockkeeper, versatile person needed for
growing company. Salary commensurate with ability. Hobart growing company. Salary com-mensurate with ability. Hobart Mailing Services, 12720 Plymouth Rd. Livonia 261,3430

FILE CLERK and relief switch board operator needed. Avis Ford Inc., Southfield. 354300

inc., Southfield. 34,0000
INDIVIDUAL WANTED to fill the Purchasing function for a small metal stamping co. The position requires typing of sales quotations and correspondence along with filling and very light bookteeping.

Meh. 2071212
GENERAL OFFICE. A fast growing company is in need of an important of the state of

field, 48075. 3504055

OPENING in Manufacturing Concern for aggressive, set thinking individual, experienced in office procedures, secretarial, book-keeping and data processing. We offer excellent wages and fringe benefits, Please send resome Bob Loobs. Press Products Co. 1750

Stephenson Hwy, Troy, Mich 48034 RECEPTIONIST. I year switch board experience required par time and on call. Hawthern Center Northville. 35-300

Secretary/Typist . Permanent Position Southfield CPA Office Salary Commensurate Excellent Fringe 559-6655

559-6655

CLERKTYPEST
Young lady needed in 3 person effice in Farmington. Must type as moker preferrer \$130.450, per weeks state (formally possible of the preferrer \$130.450, per weeks and capabilities and variety working conditions and variety duties. Buller Publications in 77.4100

ORDER DESK

CORRESPONDENCE
WOMAN needed for order department, form typing, filing, general office type duties. Will train. \$350 monthly. Contact Jim Burgess. Send resume to Garrett Burges Inc. P.O. Box 437. Farmington. Mi. 18024.

employer.

BOOKKEEPER, full knowledge of all phases of bookkeeping, able to operate NCR bookkeeping machine 2000, excellent salary and tringe benefits. Mr. Lawton. Bedland Inc. 4125688. EL6-2222

EXPERIENCED SECRETARY part time, 20 to 25 hours per week part time, 29 to 25 hours per week Troy Life Insurance office, good typist, light shorthand, for appoint-ment call Mr. Edwards. 362-222

OUTHFIELD LOCATION-Accu

RECEPTIONIST for prestigious Troy firm, Accurate 45 WPM typ-ing required. Salary, \$500 per month plus benefits. Fee Paid.

642.0050 358-2010
RECEPTIONIST for advertising agency. Personable, reliable individual with good typing skills to fill this 8:30 AM to 5 PM position. Phone 358-4800 ext. 41

SECRETARY
Our corporate office located in
Southfield has an opening for a
responsible individual with exceltent shorthand and typing skills.
Previous business experience
desired Will be working with the
vice president of Engineering and
10 Engineers, flours are 8 to 430,
with excellent fringe bondiss, Intercated applicant may Call. ested applicants may call 155-1100, Ext. 223 Equal Opportunity Employer M:F

SECRETARY for Southfield CPA

dall 955.

Young woman needed now to win Word Processing Dept. Kin edge of dictation equipment general office procedures a defiphus. Typing minimum 60 Willed a Excellent benefits. Southfield at For an appointment call 3333

SECRETARY
To General Manager, Southfield
Location, Typing 80WPM, Shorthand preferred, Mrs. McBride,
8518600

504 Help Wanted Office-Clerical

berg: SG3

KEYPUNCH OPERATOR
Madison Heights manufactur
firm has an immediate opening
an experienced Keypunch operat
preferably on an IBM 129. Extent starting salary & fringe t
firs to the right person. Cal-

TYPIST

538-5353 An Equal Opportunity Employer

644-4600 SNELLING & SNELLING

SECRETARY-typist. Part-tim ability to compose correspondence preferred. Must have transporta-tion. Southfield area. 357-5983 TYPIST

perform mise clerical func-is. Typing speed 45 WPM mis-im Salary \$7,327. Applicants at meet the following CETA remust meet the following CETA requirements:

"Farmington Hills resident

"Family income within 70% of the
lower biving standard.

"Registered with MESC

"Unemployed for 1s of the last 20

"Weeks: or whose family in receiving AFDC; or recently discharged

eran. City of Farmington Hills 31555 II Mile Rd 474-6115 Office Clerk

gal over 25 with good busis
skills and have an aptitude fo
es to assist in Accounting De
ent. Novi area Call Miss Har
weekdays between 10 AM an

ECRETARY wanted for South-eld law firm. No legal experience ecessary. Type 70WPM. 387-4840

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