504 Help Wanted Office-Clerical

RESPONSIBLE SECRETARY for Southfield law firm. Legal experience not required; salary commensurate with experience. Call ... Apply in person: 3000 Town Center, Suite 2290.

A DREAM JOB
$7,000 Fee Paid
Interested in Advertising? Type radio, and TV schedules in plush exciting surroundings. Rush:
Snelling & Snelling
478-3500

LEARN COMPUTER
$6200
Desperate Livonia firm wants to hire today, accurate typing, and ability to learn necessary. Some office background preferred.
Snelling & Snelling
478-3500

ACCURATE TYPIST, personable, some shorthand. 1 girl office. Southfield. Consider recent grad. Fringe benefits. 8-45 AM to 5 PM.
352-6532

PERSONNEL
CLERK
Personnel manager of local bank will train conscientious person to assist with files & records. Accurate typing a must. To $600
PERMANENT STAFF
522-4210

GEN'L OFFICE
Large Suburban insurance office will train good typist to work in claims department. Excellent position, no experience necessary. $600 to start plus full benefits.
PERMANENT STAFF
522-4210

SEC'Y-$9000
Busy account executive needs your good skills & experience. Beautiful suburban office, good benefits, generous, good benefits, & Co. pays your fee.
PERMANENT STAFF
522-4210

RECEPTIONIST TYPIST, diversified position with fast growing manufacturer distributor. Excellent typing skills and office experience required. Must love phone activity. Southfield 845-8370

OFFICE
POSITION
Typing required and some knowledge of Bookkeeping. Southfield area. Apply 9 AM - 5 PM.
Ask for Inez
354-3222

NATIONAL ORGANIZATION
Your bubbling personality, people ability, and typing skills will have you meeting the famous people of our area. $750 - month. Call Debbie
644-4600
SNELLING & SNELLING AGENCY

Secretaries
We need your skills. Must have work experience. Prefer typing 55 WPM. $ $ $ WPM. Earn good money on temporary assignments now. Many long and short term assignments available in your area. If interested apply at any of the listed locations.
29449 Ford, Livonia
522-4020
2229 S. Telegraph, Bloomfield Hills
852-9650
27629 John R, Madison Hts
398-2600
23777 Greenfield, Southfield (suite 122)
424-9100

KELLY GIRL
A Division of Kelly Services, Inc
Not an agency-Never a fee
Equal Opportunity Employer M/F

EXCEPTIONAL SPOT-
$7800 Fee Paid
With your good typing skills and some office experience, you'll be a Sure Hire with an exciting national firm. Learn computer too
Snelling & Snelling
478-3500

SECRETARY
$7800
Suburban office needs sharp Secretary with typing and shorthand skills. Real growth potential
Snelling & Snelling
478-3500

BILLING CLERK
For marketing/distribution facility serving the automotive industry. Applicant must be aggressive and self-starters. Previous billing experience helpful. Contact MERLE HARRIS
ADISTRA CORP.
101 Union St., Plymouth
425-2600

SECRETARY
A dynamic growth oriented builder developer has a outstanding career opportunity for individual interested in a challenging secretarial position with unlimited growth potential. The position requires intelligence, initiative, energy, the ability to work well with people as well as good secretarial skills. Send resume to Box 228, Observer & Eccentric Newspapers, 36251 Schoolcraft, Livonia, Michigan 48150

PART-TIME
NEW INTERNATIONAL Sales office. Flexible hours. Call Mr. Stone 100 company desirers office Manager with typing, dictaphone, and light type experience. Initial 4 hour day work leading to full time. Looking for potential sales career. Located on downtown Birmingham. Reply Box 238, Observer & Eccentric Newspapers, 36251 Schoolcraft, Livonia, Michigan 48150

CLERK TYPIST
Excellent typing skills and an accuracy with figures required for our research laboratories.
Competitive pay, fringe benefits which include Profit sharing are offered. Apply between 9 AM - 11 AM or 1 PM - 4 PM, at:
FLINT INK
CORPORATION
25111 Glendale, Redford
Equal Opportunity Employer M/F

INSURANCE AGENCY needs experienced Typist, 55 WPM. Some filing and other duties. Beverly-Farmington Hills. 553-4060

LEGAL SECRETARY wanted. Mature attitude, minimum 5 yrs. experience, dictation & excellent office skills required. Be capable of legal forms, capable of assuming responsibility. Salary commensurate with ability. Northville. 348-2993

ASSISTANT
MGR. TRAINEE
Need 4 Men or Women for local office. No experience necessary. Will train. $240 per week if you qualify.
$75 required (refundable)
Ask for Mr. Diamond
559-3871

RECEPTIONIST-Phone Operator. Mature woman for 3½ day week. Light typing helpful. 5 Mile, Telegraph area. Call for an appointment. Wilshire Office Center. E-7-6649

504 Help Wanted Office-Clerical

PAYROLL PREPARATION. Part-time. Northland area. Accuracy & reliability essential. Send Resume to Box 190, Observer & Eccentric Newspapers, 36251 Schoolcraft, Livonia, Michigan 48150.

RECEPTIONIST/Switchboard for Southfield Mortgage Company. Contact our personnel office for an appointment. Capital Mortgage Corp., 353-6000

LEGAL SECRETARY needed for Birmingham law firm, shorthand required, pleasant working conditions, pay to commensurate with ability. Please call 645-1260

GENERAL OFFICE - light shorthand, knowledge of invoicing and bookkeeping helpful. Farmington area. 478-1182

LEGAL SECRETARY, experienced, for Town Center (Southfield) law office. Shorthand required. 358-3939

HELP — "Go Pot" girl needed for busy office. Must have car & pay. 4 PM. Southfield area. 569-1400

CLERK TYPIST
Immediate opening exists in our Southfield, Michigan office for a Clerk Typist. Responsibilities will include typing, filing, and processing orders. If interested, please call Gary Phillips, to arrange for an interview. 353-6320
Equal Opportunity Employer M/F

RECEPTIONIST with neat professional appearance. Duties to include answering phone, light secretarial. Mature woman from Plymouth preferred. 459-1000

GIRL to work counter and some clerical work in rental store. Plymouth area, approximately 30-35 hours per week. Call for appointment. 455-2100

FULL TIME Secretary needed in Southfield area. Must have experience or training in shorthand and typing. Full company benefits. Please send resume and include salary requirements to KSS, 21700 Northwestern Highway, Suite 977, Southfield, 48075
An Equal Opportunity Employer

MATURE person needed for management office in Southfield. Light typing, filing and bookkeeping required. If interested, please call 569-0267

FILING-CLERICAL
Desire a dependable person to work in a medium sized office located in the Farmington Freeway Industrial Park, doing filing & some clerical work. Must be neat, well organized & reliable. Call between 2-4PM:
477-6700 Ext 21
An Equal Opportunity Employer

RECEPTIONIST/Switchboard operator. Some filing, typing desirable. Dependability a must. Grand River/Schaefer area. Off street parking. Excellent pay, all fringe benefits. Contact Carol Klawson.

GENERAL CLERK-with light typing wanted for filing duties. Will train beginner. Full time, permanent if qualified. Apply in person National Accounts Systems Inc., Suite 220, 30400 Lahser, Rd. Southfield, ask for Mr. Nichols, an equal opportunity employer

LEGAL Secretary for Southfield law office. Shorthand required.
354-3260

COMPETENT full time woman with good cashier-clerical background for busy retail store. Appearance and good public relation awareness both important. Osmun's Men's Store, Tel-Twelve Mall, Southfield.

GENERAL OFFICE - 1 girl office, full time, shorthand preferred.
852-7770

TRADE ASSOCIATION in Southfield needs someone experienced in all-around office work. Bookkeeping experience would be helpful. Call Dolores 275-5166

TYPIST
GENERAL OFFICE
Have an immediate opening for a typist and general office girl. Familiar with mercury payroll and invoicing, bookkeeping, and typing of purchase orders. Excellent fringe benefits, pay commensurate with ability. Apply at:
ADVANCED
TECHNOLOGY & TESTING
12921 South Hill, Liv.
An Equal Opportunity Employer

LEGAL SECRETARY
Must be familiar with legal procedure, good skills required. Shorthand optional. Some administrative responsibilities. Typing 355-4264

GENERAL OFFICE, girl for typing and filing. 20 Hours per week. Southfield area. 557-1131

BOOKKEEPER experienced for furniture store. Redford area. 5 Days, hours between 9AM and 6 PM. Ask for Mr Glove 937-2550

ADVERTISING Clerk Typist. Light typing, filing and maintaining mail room accurately. Excellent benefits and compensation. Interested applicants should call or send resume to O.G. Clancie, P. O. Box 5030, Southfield, Michigan 48037 575-3500

GENERAL OFFICE Position for Northwest Detroit Sales Office. Recent experience necessary. Dictaphone and light shorthand helpful. 537-0600

EXECUTIVE SECRETARY to principal in real estate and investment business. Must type 65 WPM, dictaphone. Exceptional office in prime Troy location. Liberal salary and fringes. Send resume to Box 224, Observer & Eccentric Newspapers, 36251 Schoolcraft, Livonia, Michigan 48150

Experience in Accounts Payable & Accounts Receivable. Also to assist in general office operations. Must have good rapport in dealing with the public. Experience in insurance billing procedures & with mini computer helpful, but not required. Call for appointment at
477-8270
DORVIN CONVALESCENT
& NURSING CENTER, Inc.

LEGAL SECRETARY, part time, 2 half days per week. Farmington Downtown Birmingham. 645-3820

Legal Asst.-Secy.
Probate Trust & Tax Low experience necessary & Accounting background helpful. West Bloomfield Law firm. Good salary & benefits. For interview call Mr. Dornell, 851-0100

SECRETARY EXPERIENCED
For Southfield Insurance Company. Typing 60WMP, Shorthand 80WPM, aptitude for numbers, excellent fringe benefits, salary commensurate with experience 353-1122

NURSES
AIDES
ALL SHIFTS
$2.75 HR. TO START
APPLY IN PERSON
WHISPERING WILLOW MANOR
19650 W. Warren
Canton
459-7060

SECRETARY PART Time. Birmingham office. Light bookkeeping and typing. Hours flexible. Rockhal, Diehard Architects. 642-8868

SECRETARY for small Real Estate and Brokerage & Development Company. Legal, Real Estate or Construction experience desirable. Woodward Ave., Birmingham. Business hours: 644-5051; Evenings: 334-4233

TEMPORARY OR PERMANENT
WE NEED IMMEDIATELY
Legal Secretaries - Typists - Commercial & Personal Lines girls - Bookkeepers.
E. M. SPEARS & ASSOC
1004 Buhl Bldg., Det, MI. 48226
963-0810

504 Help Wanted Office-Clerical

EXPERIENCED INS. SECY. Needed to run Casualty Property Agency. Immediate permanent position available to responsible woman with background in insurance agency procedures. Benefits, excellent pay. 12 Mile Southfield Rd. area. 557-2912

BILLING CLERK & general office, Bloomfield Hills Advertising Studio. 645-2222

LEGAL Dictaphone typist needed for Southfield law firm, for appointment please call Carole 355-2778

PART-TIME Receptionist/Typist for Birmingham Real Estate Office. Please apply to Box 241, Observer & Eccentric Newspapers, 36251 Schoolcraft, Livonia, Michigan 48150.

SECRETARY with bookkeeping and sales ability. Excellent salary. Farmington Hills area. Send resume to Box 180, Observer & Eccentric Newspapers, 36251 Schoolcraft, Livonia, Michigan 48150.

HELP — Typist for part time, perfect for afternoons. Must type 40 WPM. Excellent benefits & incentive pay. Macalaron, Inc., 20361 Middlebelt, Livonia 478-7447

KEYPUNCH-KEY TAPE OPRS
Schoolcraft - Middlebelt Area
Minimum 60 WPM. Days, eves & part time, days, afternoons & midnights. Call between 10 AM-12 Noon. 522-1710

Programmer
Experienced in RPG2 language. Knowledge of system 3 model 15D also required. Liberal employee benefits. Apply today. Call 433-3600

S.M.C.
800 Junction, Plymouth

ACCOUNTS PAYABLE Bookkeeper for growing firm. Good benefits on own. Light typing. Good with figures. Full time. Downtown Detroit store. Call Carol 963-5500

TYPISTS
SECRETARIES
STENOS
All Office Skills
WE NEED YOUR EXPERTISE
Recent experience not necessary
TEMPORARY NO FEE
We have 8 locations for your convenience. Call the office nearest you for an interview. Open Monday thru Friday from 9 Am to 2 Pm.

Dearborn	565-6060
Detroit	963-0808
Clawson (Mon.,Tues.,Wed.)	585-8287
Mt. Clemens	791-3365
Oak Park	967-0338
Wyandotte	284-9066
Livonia (10am-3pm)	525-0330
Northville (10am-3pm)	349-5509

WITT
SERVICES

TELEPHONE CLAIMS representative. Would like at least 1 year experience in handling Workers Compensation claims. Contact Dick Wos or Cindy: 353-5800

504 Help Wanted Sales

ENTHUSIASM!
IS THE WORD WE USE AND DEMAND of the type of young people willing to learn and accept a new concept in selling! Only a select few will be given the opportunity to train under professional guidance for a career in automotive sales. The ones we select after an interview must be aggressive, alert, well mannered, well dressed, and intelligent. The fortunate few selected - with potential talent - will receive a company car furnished, an office to work from, and total responsibility in a new career with upwards of $25,000 yearly income, paid health insurance, dental plan, vacations, pension plan and MORE! Call for appointment ONLY - 453-2255

80 HOURS
EDUCATION
Will open a rewarding career with Realty World-C. W. Allen. Complete training by professionals, will give you the opportunity to earn $15,000 and up the first year. Call Barb, 9-1, at 421-2100 to see if you qualify.

UNLIMITED
EARNINGS
GIRARDOT INC. REALTORS
is expanding. We are going out the 2nd office in Rochester, with an excellent main highway location. We have openings for full time sales people who realize they can earn as much as they want to - representing us and working with our already established staff. Training is available to new people plus guidance in obtaining your license. Call or visit JIM GIRARDOT or DORA TOMPKINS for an appointment.
GIRARDOT
REALTORS, INC.
651-5005
602 W. University Rochester

APPRAISAL TRAINEE
Lee Real Estate Co. looking to expand Western Wayne County office. If you have ambition and desire, we offer free licensed training, good floor time, large ad program, million dollar club, draw program. NO experience necessary. Contact Mr. Dzsaid 281-3750

WANTED: New or used sales people: Excellent training, professional marketing methods, management positions available call Lynn Mallette 453-7700
REALTY WORLD
Colonial Village

Driver-Salesmen
Cover State of Michigan selling and delivering auto parts to dealerships. 40% travel away from home. Company van, salary plus commission and fringe benefits. Apply
9155 General Ct.
Plymouth

LOCAL MAGAZINE PUBLISHER Wishes to affiliate with trained sales reps. Men & Women. Commissions $100 per & Agts $1-50. Send resume: Box 256, Observer & Eccentric Newspapers, 36251 Schoolcraft, Livonia, Michigan 48150.

ALCOVE
WESTLAND
Join the young exciting world of Fashion at Alcove. We have full time openings for experienced enthusiastic persons in the following positions.
CASHIER
SALES
Good pay & super company benefits. Apply in person at
ALCOVE
WESTLAND

506 Help Wanted Sales

YOUNG energetic woman to work in a W. Bloomfield fashion Boutique. Full or part time. 851-4410

TROPICAL Fish store needs experienced sales person. Call 261-7980 4:30 PM.

CAREER IN SALES
If You can sell or think You can sell - and want to earn over $25,000 a year, then we're interested in You. We have 2 openings in the Birmingham area. We are a national company, with all company benefits. Call E. Hodge, 645-8424

SALESMAN WANTED
Will train right man for Michigan's fastest growing chain, salary plus commission, many fringe benefits. Call Mr. Parsell 348-9822

MAJOR Plastic manufacturer seeks distribution in Detroit and northern Toledo. Major product line Tobacco, Drug, Beverage and Chemical. Only specialty line. Commission position. For interview, contact G. Walk. 851-7222

CAREER
OPPORTUNITY
Accustomed to public contact? Up to $1300 per month starting compensation. 3½ year paid training program. Complete fringe benefits including profit sharing. Prefer married, age 24 and over.
METROPOLITAN LIFE
Phone 477-2730
Equal Opportunity Employer M/F

SALESLADY
Southfield's finest decorating store needs saleslady to work part-time evenings, Saturdays and Sundays. Good pay and surroundings. Apply in person Fisher Wallpaper and Paint, Tel - 12 Shopping Mall

CASHIER/SALES
Openings for Cashiers or Sales lady's in our Ladies Ready to Wear Depts. Permanent Full time position. Excellent Salary & pleasant working conditions. Apply
RAIMI'S CURTAINS,
12 Oaks Mall

SALES PERSON for Industrial Paper products (with experience), for an excellently rated paper distributor. Fringe benefits, salary open. Send resume to Robert A. Jones, 29100 Plymouth Rd., Livonia, Michigan, 48150
Our employees know of this advertisement. We are EOE.

SALES MANAGER wanted, efficient, business-like sales women to run sales & order dept. of wholesale operation. Plymouth area. 459-1000

TIRED OF
RESIDENTIAL SALES
WITH NO FUTURE!!
Ever consider specializing in Condominiums, Apartments, Acreage, or Business opportunities
(Compared to Residential Sales)
• Higher level income
• Higher dollar buying
• Higher grade of clients
• Per-arranged days and weekends
• Develop a future, we train.
For the mature, aggressive, professional salesperson. Call Dick Perry, (confidential discussion).
R. Perry Realty
478-7640

EXCELLENT
OPPORTUNITY
Experienced person for the Lingerie Dept in the Walton-Pierce Somerset Mall Store. Full Time Immediate opening Call for interview
Florence Riley 884-1330

HOUSEWIVES
Call businesses in your area from home. Earn $3.50 per hour. No limit. Highest commission. Call Mrs. Morgan 268-5660

MATURE PERSON to assume responsibility of opening shop in morning. Part time hours 10 AM-2 PM daily, possible full day Saturday Livonia area 421-9020

SALES help wanted. Full & part time for busy wallpapering store in Farmington area. Experience necessary in sales or decorating. 477-5284

OUR TOP PRODUCING SALES PEOPLE ARE HOW DO YOU DO WORK Vs. Are you dissatisfied with your present school or job? Do you have the gas to change direction? Are you willing to follow instructions? Are you willing to work? Are you willing to go to our school to learn salesmanship our way? If you are willing to do these things, write name, age and phone number (no business please) and send to Manager, Box 234, Observer & Eccentric Newspapers, 36251 Schoolcraft, Livonia, Michigan 48150

EXPERIENCED Sales help for ladies fashion apparel shop. Full or part time. Hours 10 AM-5 PM. Birmingham area. 642-3981

WANTED
FURNITURE
SALESPERSON
By one of this areas pace-setting specialists in furniture and home furnishings. This is an unusual opening for any man or woman age 25 or more who is ambitious. If you are a free thinking, progressive planner with limitless creativity, a challenging and equally rewarding active potential position can be yours. Very pleasant working environment prevails. Call Mr. Lowell Bates today for an appointment.
(313)483-4505

COUPLES or singles seeking business opportunity, part time to start. 425-3325

EXPERIENCED retail sales person, part time mornings & evenings. Some knowledge of film sales volume helpful. Send Resume Mail: Call Gladys 474-4750

SALES PERSON wanted for women's apparel. Immediate opening for qualified, experienced, aggressive individual. Good pay, plus fringe benefits. 647-0664
THE WILLOW TREE

WANTED SALESPERSON for Retail paint department. Must have basic knowledge of paint & paint supplies. Flexible schedule. Retirement welcome. Apply at Murray's Ace Hardware, 27207 Plymouth Rd., Redford. Ask for Barry

AVON
GET MORE OUT OF LIFE. Be an Avon Representative. Meet new people, add new interests to your life and earn good money too. No selling experience necessary. I'll show you how. Call:
334-2109 U6-1877
422-2252 427-4000

SHARE SHAKLEE PRODUCTS
The greatest opportunity of the 20th Century. Earn full benefits including car. 476-4268

REAL ESTATE SALES
Career Opportunity
WOODWARD ASSOCIATES, REALTORS, would like the opportunity of discussing with you the career opportunities in Real Estate Sales. If you are a self-starter and accomplishment motivated, your future can be very profitable in Real Estate Sales.
As a company, we have gone to great lengths to provide the tools that will enable you to maximize your results in the shortest time possible; such as a program designed to train you quickly - as well as continue to assist you, an aggressive marketing approach, a nationwide referral system, a Buyer's Protection Plan, and a modern efficient office centrally located in the heart of our market place. For a personal interview, contact Jacqueline Ponsonby, Associate Broker. 644-8000.
WOODWARD
ASSOCIATES
REALTORS
1550 N. WOODWARD AVE.
BIRMINGHAM

506 Help Wanted Sales

FOOD & FREEZER SALES
Direct To The Home
Experienced or will train. Sales Managers position open. Good percentage commission. Mr. Vanderveen, 261-7980

EARN $300-$600 and more a month in your spare time as a cosmetic representative. Natural organic products. $200 million corp. No experience necessary. Professional training & certificate. 533-3518

PART & FULL Time Selling positions available, me and mr Kroger, Lake Smith Inc. Plymouth, Michigan. 455-2040

A Business Presentation
Plymouth Hilton Inn
14707 Northville Road
Conference Rm. B, Fri., Jan. 27
7:30PM $1.00 Per Person
For Women or Men seeking extra income without an investment.
Help Family Budget
Retirement Income
Tax and Travel Advantages
Vacation Money or Property
Develop a Scheduled Income

Second Income Specialist Co.

SALESMAN WANTED
REAL ESTATE SALES PEOPLE.
Excellent commission with incentive program for suburban office.
CENTURY 21
GOLD KEY HOMES
27349 W. 7 Mile Redford
255-2100

COLLEGE STUDENTS: Part-time Sales. Possible earnings of $50-$75 weekly for right person. 349-9445

EXPERIENCED salesperson, design experience preferable, Tradition House, 8 Mile-Mound Area. Miss Hunt. 366-8512

REAL ESTATE SALES MAN
WANTED
LIVONIA OFFICE
Wealth, success, prestige is in your future in real estate if you choose to join our team. Openings available, men and women, free training if qualified. Call 427-9030. IZZY NEDEAU for appointment.

AN EXCITING
SALES OPPORTUNITY
For aggressive self-motivated person who wants to earn top commission in well-located real estate office in Troy. For personal interview, call MICHAEL ALLINGHAM.
643-0100

REAL ESTATE
SALES PEOPLE
Would you like to join an office where 75% of the sales associates made the Million Dollar Club. We offer the following advantages:
• Full time management
• Continuing training
• Computer facility
• Multi-office company
• Nationwide Information Network
Go with a winning team, contact Jack Keoshian for a confidential interview
CENTURY 21
TODAY 538-2000

Looseleaf Binder Sales
Mail list of Businesses
$750-$1,250 monthly if qualified
Take over existing accounts in
Macomb-Oakland Territory
Bus.Products Sales Exp. Helpful
Outstanding career opportunity
Salary + exceptional income.
Full Litton Fringes. Send Resume
McBee Binders Room 101
22255 Greenfield
Southfield, Mi 48075
559-1935
An Equal Opportunity Employer

CENTURY 21
Real Estate Opportunity
Sales personnel for our new office servicing Troy, Birmingham & Bloomfield area. We have 4 openings for individuals who are willing to work hard, have a good image. You need not be experienced. We will guarantee complete training in our professional school as well as in our office. For confidential interview, contact Ed Podaske
CENTURY 21 OAKLAND, INC
643-9550

WANT TO BE Your Own Boss? Farmers Insurance Group has openings for Insurance Agents. Training will not interfere with your present employment. Call for particulars. 459-8070. Evenings 397-0085

CONGRATULATIONS
You have sold your home. Call today for your $500 deposit on our unconditional guaranteed Sales Program.
SUMMIT REALTY
522-4440

NO LIMIT
On your earnings as a commercial sales representative with 1 of the best known companies in the field. 70 Associated offices in Michigan. Extensive training program to make you successful. Call now for an interview with Ward or Gary Partridge
PARTRIDGE,
REAL ESTATE INC.
2050 Williams Lake Rd.
Pontiac, MI 48053
Phone 681-3111 or 965-8759

Join The
Chamberlain Team
Chamberlain's record breaking success volume is creating the need for additional sales associates. If you enjoy working with people and would like to earn income commensurate with your effort, call today and see about writing your own "Success Story" as part of the Chamberlain Team. For an appointment call:
Fred Madley (Livonia/Westland area) - 476-9100.
Dick Randazzo (Plymouth/Northville/Canton Area) - 453-5200.
chamberlain
WE'RE EXPANDING!
Openings for trainees, experienced sales associates, associate brokers, and sales managers. Our commission plan up to 70% For personal interview, call JOE E. NORWOOD.
Norwood
No. 12, Inc. 478-2000

TELEPHONE SOLICITATION
From our Office. Flexible hours. Good Voice. Pleasant personality and good English required. Guaranteed rate or a Commission (which ever is greater). 553-5600

507 Help Wanted Part Time

PART-TIME HELP
Wanted, 18 or over. Starting rate $2.75 per hour. Apply in person at...
McDonald's
Middlebelt and 5 Mile
Livonia 522-8090

OFFICE HELP, part time, ideal position for mother with child in school. Set your own schedule, 10 hrs. adjustable. Some typing necessary. Call for appointment. Southfield. 353-1008

CASHIER-SWITCHBOARD
Northwest area auto dealership requires a part time Cashier-Switchboard person. Some typing required. Phone 535-7377

PART TIME HELP needed for bookkeeping company to snow blow sidewalks, must be available mornings. Call after 5 PM. 334-8309

507 Help Wanted Part Time

DELIVERY PERSON, Monday - Friday, 1-5PM. Own car. Birmingham-Bloomfield area. 644-5750

INSTRUCTORS for the Diet Workshop, background in nutrition, nursing or teaching helpful but not necessary. Applicant must have conquered weight problem, be free evenings & help others. Will train. Assistants for classes also needed. 557-1070

DISHWASHER, 3 to 4 days a week. Apply in person 2 - 4 PM, at the Sign of the Beefeater, 6199 Orchard Lake Rd., West Bloomfield.

DISHWASHERS, evenings. 5 days per week. Some weekends. 4-5 hours per day. Franklin Club Apartments. 353-2311

Hiring Today!
Our company is moving to Farmington so we are enlarging our staff. We have openings for telephone solicitors. Experience not necessary but nice. Shift available 4 to 8:30 PM. Salary plus bonuses. Housewives and students earn excellent money for part time work. Call Wendy
Century Trane
27576 Schoolcraft
Livonia
522-5375

PART-TIME Secretary for life insurance agency, hours negotiable. Good shorthand & typing skills necessary. Life insurance experience desirable, but not essential. Southfield. 353-1750

EXPERIENCED Part-time legal secretary for growing law firm. Tel-12 area, dictaphone and can type 60 WPM. Call Joan For interview call Mrs. Weiss. 642-9406

TELEPHONE WORK - From our office in Southfield. Pleasant work, wanted over 20, 4 evenings per week. Guarantee $4. per hour plus commission. 251-4807

HIGH SCHOOL girl for housecleaning after school, Thurs. or Fri. $2.50 for 12 Mile-Southfield area. 537-8195, 11 Mile-Greenfield area. 559-7077

TYPIST, Part-time for Southfield law firm. Monday & Wednesday. Speed, accuracy & grammar essential. 557-2020

CROCHET & Knitting instructor. Joy & Middlebelt area. 425-5005

WE'RE LOOKING for people to do interesting, well-diversified phone work. No sales involved. Pleasant office atmosphere. Day or evening hours. Previous phone or public contact experience preferred, but will train. Farmington Hills. 851-4407

CUSTODIANS
Men & Women, part time, evenings or mornings. Apply in person Fern Schaefer, Schoolcraft-Middlebelt areas.
851-5030

SUBSTITUTE TEACHERS needed. Elementary & Secondary. Michigan teaching certificate required. Will test required. Contact: Clarenceville Board of Education, Personal Office, 22835 W 8 Mile, Farmington Hills 474-1300

CLEANING PEOPLE
Office building after 5 pm. Openings in Livonia and Plymouth area. Call 522-7080

GENERAL office, light typing and bookkeeping, flexible hours. W. Bloomfield location. After 5 pm 626-6103

PART TIME HELP as printers assistant. No experience necessary. Starting pay $2.75 per hours or older. 453-0343

COLLEGE STUDENT, bookkeeping duties, 24 to 40 hours per week, schedule flexible. Good deal for ambitious person. Evenings and weekends 358-9774

JANITORS, Part time evening work in northwest area. Must be dependable and have transportation. 559-1935

SECRETARY - 12:30 PM-4:30 PM. Five days. Typing and some Knowledge of Bookkeeping required. Livonia area. Send resume: Box 222, Observer & Eccentric Newspapers, 36251 Schoolcraft, Livonia, Michigan 48150.

JANITORS
Men & Women, part-time evenings. Men must have floor care experience. Warren-Schaefer area.
851-5030

JANITOR
Experienced floor man. 4AM-7AM, 4 mornings per week. Schoolcraft-Middlebelt Area.
851-5030

508 Help Wanted Domestic

BABYSITTER/Housekeeper, 3 or 3 days a week, 3 year old girl. 8:30-5:30. Birmingham area. 642-2729

BABY-SITTER WANTED, Monday through Friday 7 PM 1 - 3:30 PM My home. 8 Mile & Merriman area. 477-3348

LIVE IN baby sitter, more for home than babysitting. Pay negotiable, welcomed, 3 children. Needed immediately. References and own transportation. 553-5043

NEED an occasional sitter in my Southfield home for 2 children, age 5 and 6 months. Prefer live in transportation. 352-2492

BABY SITTER needed for occasional evenings. Bloomfield Hills area. Must be responsible person. Evenings after 6PM. 642-0680

WOMAN needed to watch 2 older school age children. Must have own transportation. Anderson School, 12 Mile & Woodward area. Call evenings. 646-8885

508 Help Wanted Domestic

BABY SITTER, Mature woman to care for 8 month old boy. Mon. thru Fri. 7 AM to 6:30 PM. Your transportation, my Farmington Hills home. 553-4471

TEACHER NEEDS mature woman to baby-sit in my home. 4 mos. old & 3 yr. old. 8-4PM. Mon-Fri. Farmington-7 Mile area. Your transportation. 476-3144

NEED a reliable middle-aged lady to take care of 2 year old boy. Mon. thru Fri. at home. Salary negotiable. Write: Dr. Sabharwal, Veterans Hospital, Allen Park, Mi. 48101

BIRMINGHAM
Lady with Local references & own transportation desired for cleaning 1 day weekly in each of 3 attractive Birmingham Homes. Near 1 another. 646-7066

BABY SITTER Needed Monday thru Friday, 8 to 5:30PM. 12 Mile, Evergreen area. Call 569-2425

HOUSEKEEPERS FULL and part-time, excellent salary, Royal Manor Inn, 27751 Plymouth Rd., Livonia.

BABY SITTER and light housekeeping for 8 year old boy, 3-5 days, approximately 3:30 - 6:30PM, or night per week average overnight. Near Fingal School area. 425-0026

BABY SITTER, Ford-Sheldon. Reliable, part-time, 2 days. Good with children. Own transportation. Miller School. Good pay. 455-1222

MATURE RELIABLE Babysitter for 1 yr. old girl, Mon. thru Fri. 7:30 AM-4 PM. Your Home. My transportation. Canton Area. After 6PM 455-6554

DEPENDABLE MATURE Babysitter, over 18 with car to sit in my home from 1-5pm. Warren & Inkster Area. References required 271-6807

BABY SITTER needed, 4 days a week, 12-3:30 PM. Wed. & weekends off. Troy. Contact after 5 PM. 528-2130

MATURE LIVE-IN Babysitter for 1 preschool girl, more for home than wages. After 6pm 528-7077

HOUSEKEEPER, 2 days per week. Northville area. References. 348-9668

SITTER - dependable for girl 4 years, from 3 PM. to 12.30 AM. Mike Fisher works. Live-in preferable. Ford-Sheldon area. 453-1709

WANTED part-time babysitter, in my home, one child, $1.50 hour. References. Call after 6 PM, 855-0070

MOTHERS HELPER for new born twins, part time, must have own transportation & references. 11 Mile-Middlebelt. 474-2017

WANTED mature reliable woman to sit for infant, 3 or 4 days a week. Prefer my home and own transportation. Eves. 937-3391

DOCTOR NEEDS responsible sitter for 3 year old girl and some housework. Mon. through Fri. Call after 5 PM: 643-1713

BABYSITTER, prefer my home, Southfield area. Tues., Wed., Fri. 9:30 AM - 12:30 PM. Son, 4½. Salary negotiable 559-1400

BABY SITTER needed Days, Monday - Friday, Stuckey School District, Redford. Call after 6PM 534-6726

BABY-SITTER needed Mon. thru Fri. 8:30-5:30 pm. 13 Mile Farmington Rd. Farmington Hills. 849-1778. After 5:30 pm 553-6587

LIVE-IN BABY Sitter, light housekeeping, no cooking, nice home. Call for details. 356-1929 or 921-1580

BABY SITTER, part time days, 6 month and 2½ year old, my home 8 - 5:30 PM. My home, Farmington area. Call Friday, January 27, 1978 553-5315

SINGLE PARENT needs grandmother type to care for children 4 - 5:30 weekday, quite occasional overnights. References required. Birmingham. 642-4638

LIVE-IN BABY-SITTER & Housekeeper. Double income household, constant communication & general maintenance supervision. Call 557-9620 Wilson.

MAINTENANCE Couple for apartment complex in Farmington Hills. Apartment plus salary, sorry no pets, no children. Call Mon. thru Fri. 9-5. 851-0111

LIVE-IN mothers helper to care for 1 yr. old child of working parents. Private room & bath, salary & hrs. negotiable. Southfield area. 557-8615

BABY SITTER, Full-time; light housekeeping, some evenings. 1 child, own transportation. References. Southfield 352-1275

PERMANENT live-in companion for elderly Dearborn Hills area woman. Non-smoker preferred. Experienced & references. 441-6167 274-2069

BORN AGAIN family needs mature baby sitter in my Bloomfield Hills home. Mon. Wed. & Fri. Own drivers license. 626-2591

BABY SITTER in my home, 14 Mile Greenfield area, 3 boys, 7 mo. & 1st grader. References, own transportation. 7:45 AM - 5:45 PM. Fri. Starting $3 per hr. Call after 6 PM or weekends 647-8548

MATURE WOMAN to get children ready for school. 7:30AM-8:20AM Mon-Fri. MacArthur School, Southfield. Own transportation. References. $2.25 per hour. 355-8974

LIVE IN housekeeper, 4 days week, light housekeeping, due care of 9 month old twin girls. Call 851-1849

508 Help Wanted Domestic

LOVING, Dependable woman to care for 8 month old boy. Mon. thru Fri. 7 AM to 6:30 PM. Your transportation, my Farmington Hills home. 553-4471

CLEANING WOMAN
$150 per week
Weekdays 9 AM - 4 PM
363-4121

BABYSITTER in my home for infant, 7:30 am to 6:30 pm. Start end of Feb. References. Canton. 455-3512

HOUSEKEEPER, dependable, Middle-aged. Needed 3 days a week. No smoking. References. Livonia. 535-2716

TOTALLY reliable sitter, my home, days. Westland. 326-2832. Ask for Linda at 535-3100

CLEANING WOMAN wanted 1 day a week. Rochester area, references please. 651-9042

WANTED: WOMAN, 1 for day shift, 1 for nights. Kind & gentle to care for elderly invalid. References. Birmingham. 642-5560

BABY SITTING, mother of 4, full time, part time or occasionally. Mature woman, 5 days, your transportation. 477-5406

CHILD CARE - Planned daily activities, loving environment, responsible college graduate. Plymouth. Toilet trained children. 453-2047

PIANIST - fashion shows, Mon-Wed. For afternoons and evenings. Reasonable 644-6254

PIANIST - for women's exercise and dance classes. Experienced in ballet, rhythm movements. Mon. Wed. Fri. mornings 644-6434

WILL BABYSIT, your own transportation. Farmington area. 477-7904

TYPING IN MY HOME
Neat & Accurate
Troy area
352-2747

EXPERIENCED girl, with references, wishes day work. Monday, Wed. & Thurs. 10 A-2 PM 534-2164

GENERAL HOUSECLEANING, weekdays, 5 hour day, $25. Call after PM. 532-3136

EXPERIENCED VOICE Teacher is available to teach in Redford, Livonia area, evenings, $5 per half hour. Call Claudia after 5PM 937-1296

EXPERIENCED REFINED, whole-hearted, general housework. Sat. or Sun. only. Own transportation. References. 855-8820

TYPING FAST, accurate typing done in my home. All types of work including Tax returns, Financial reports, etc. 545-1608

LICENSED Mother, will give your child, two to five years old, loving care in her home, days. Playground & pool. Westland 729-8716

TWO EXPERIENCED Nurses are interested in private duty Nursing of the sick in their home or Hospital. Days & Night shifts. 533-4228

GENERAL HOUSEWORK - Reliable, responsible woman. Plymouth, Canton, Livonia. 397-9620

BABYSIT for 2-4 year olds. Excellent references and experience. Non smoker. 10 Mile & Middlebelt. 474-7919

BOOKKEEPER, 20 years experience thru financial statements, payroll, payroll taxes and inventory control 531-1294

TYPING, essays, reports, letters, resumes, labels, statistical. Reasonable. Call Karen 459-0629

LIMAR INC.
CATERING & PARTY HELP
NURSES
LIVE-IN COMPANIONS
VACATION SITTERS
647-3540

510 Help Wanted Couples

MIDDLE-AGED COUPLE wanted for 97 unit suburban apartment complex. Duties include resident tenant communication & general maintenance supervision. Call 557-9620 Wilson.

MAINTENANCE Couple for apartment complex in Farmington Hills. Apartment plus salary, sorry no pets, no children. Call Mon. thru Fri. 9-5. 851-0111

FUNERAL HOME
CARETAKER COUPLE
(60-55) for Maintenance and Handyman. Salary, living quarters and other benefits.
No Saturday calls, please.
543-1622

EXPERIENCED
COUPLE
WANTED
for Management of New
Southfield Townhouse
Complex
357-2282

506 Help Wan