502 Help Wanted Dental-Medical

HOUSKEEPERS full time Mon thru Fri Part time weekends Must have bonus preferred Oak Mall Shopping Center 12000 Grand River Farmington. To side W of Farmington Rd

NEEDED Full Time girl to work in Dr's office no experience necessary 889-1180

DENTAL ASS'T
PART-TIME

LOOKING FOR SOMETHING DIFFERENT? Unusual opportunity for EXPERIENCED chairside assistant to work in modern office on an appointment to our hygienist Assisting in preventive oral hygiene X-rays and Exam only Our schedule will be very flexible 1 or 2 different full days each week Starting payment based upon your experience Small friendly office located in Northland and Livonia Call Sue Trace at 537 0676

DENTAL Assistant Experienced Only Modern new Farmington Hills office Call Marilyn Eccentric Observer & Eccentric Newspapers 36251 Schoolcraft Livonia Michigan 48150

DENTAL ASSISTANT Modern busy 3 Doctor office Experience necessary Farmington Livonia Area 478 2110

RN'S
with clinical experience Full time midnights Apply

Ardmore Acres
Hospital
14810 Farmington Rd
474-3500

DENTAL RECEPTIONIST wanted for responsible position Modern office Good pay and benefits Northland area 967 1155 398 1130

RECEPTIONIST wanted experienced in Physicians office referred Call Pearlie 334 6330

NURSES
NURSES' AIDES
Full & Part time
Apply person

Lahser Hills
Nursing Center
25300 Lahser Rd Southfield
354 3222

DENTAL ASSISTANT and receptionist to work for orthodontist in Farmington Hills Hours 8 to 5 Some evenings

WE ARE LOOKING for caring friendly girl to be our receptionist Full or part time Excellent facilities Call Mrs Vanny Hines 24225 Grand River Farmington

LPN
Full Time
3 to 11
APPLY IN PERSON
WASHINGTON MANOR
520 W. Main St
NORTHVILLE

MEDICAL TRANSCRIPTIONIST Hospital Services company seeks one office a Redford We need persons to transcribe reports & discharge summaries Minimum 1 year experience required Full & part time work available Top wages Benefits and pleasant working conditions Call Mrs Ann Hoffman 532 0662 279 2140

RN'S
Full time 3PM 11PM shift Doctor's Convalescent Center 29470 Middlebelt Livonia Full benefits available

RN
Afternoon Supervisor

For skilled nursing facility exam Experience in Geriatrics preferred but any commensurate with ability Good working conditions with HENDRY CONVALESCENT CENTER 180 Haggerty Rd Plymouth

DENTAL ASSISTANT Fully qualified preferred C D A Full or half time duties 4 days a week 358 2866

MEDICAL ASST Receptionist Experienced part time Farmington area Reply Box 814 Observer & Eccentric Newspapers 36251 Schoolcraft Livonia Michigan 48150

RN'S AND LPN'S
Full time all shifts Part time all shifts Apply in person Mon thru Fri 10 AM 4 PM

HOPE CARE
CONVALESCENT
CENTER
30616 Harry H.T Rd
Westland

NURSES AIDES
Experienced only
Private duty
Hospital staffing
CE 94 CD 70 per hr
Accepting applications Tues Wed Thurs 10 am 1 pm Southfield 14 Iles Plaza Suite 404 Lahser & Mile

HOSPITAL STAFFING
ANY DAY-ANY SHIFT
RN'S - $5.60-$9.37 Hr
LPN'S $460 $5.60 Hr
Join the agency award and open seats be secure
HEALTH CARE I 569 2580

504 Help Wanted Office-Clerical

TYPIST STENO
Typing transcription shorthand helpful plus additional duties Good pay benefits small Wayne office referred Call for appointment Mrs Lee Mr Ferguson Fremont Industrial Park 476 8711

SECRETARY for consulting firm Must be mature accurate and have good memory 5 day week Thry Area Call evenings 642 1620

FRONT DESK RECEPTIONIST Full time Somerset Inn Accurate typist with good shorthand and or speedwriting skills Pleasant phone personality a plus Call Sally at 642 8000

SUBURBAN OPPORTUNITIES
LEGAL SECRETARY to $950 plus Fee Paid Some legal experience required Light S H Lincoln
JR SECRETARY to $800 Fee Paid Type 50 S H 80 Some experience helpful Light S H Lincoln
SECRETARY $700 plus Fee Paid Experienced Light S H Good typing Southfield
ACCOUNTS PAYABLE PROCESSOR to $750 Fee Paid Experience preferred Light typing Good work Farmington Hills
INSURANCE CLERK $800 Fee Paid Some insurance experience helpful Southfield
Call Mrs Evans 477 9840
SUBURBAN PERSONNEL

SECRETARY for DOWNTOWN Law Firm Proficiency in typing shorthand and transcription necessary Wage commensurate with experience Reply Box 827 Observer & Eccentric Newspapers 36251 Schoolcraft Livonia Michigan 48150

MEDICAL SECRETARY for doctor and relaxing work with other Medical Secretaries Good salary and benefits Call 591 3700

EXPERIENCED PERSON with good typing skills and knowledge of bookkeeping Pleasant working conditions Call Mrs Hudson 476 7010

SECRETARY Law office Southfield Exp preferred Call 559 5900

504 Help Wanted Office-Clerical

Clerk
Typist

Immediate opening for a typist to work in Mortgage Dept at our Redford Office located at Grand River and 6 Mile Rds Must type at least 45 WPM accurately and be accurate with figures Interested persons call manager at
538-5000
1st Federal Savings
of Detroit
An Equal Opportunity Employer

SECRETARY NEEDED daily part time for typing shorthand and telephone Could work into full time position In Adams Rd area Birmingham 647 6777

RECEPTIONIST Typist Experienced pre employment office Willing to work some Saturdays 8000 to start with good future advancements Call E M 10 P M 263 7081

TELLER

PART TIME position is open at our office located at 14 Mile and Stephenson Hwy in Troy Requires ability to meet the public and be accurate with figures Minimum age 21 Call Manager for interview at

585-2646
1st Federal Savings
of Detroit
An Equal Opportunity Employer

HOSPITAL RECEPT $100 Public relations department Handle patient admission Full time 30 days 525-7879 Warren & Associates Agency

ENERGETIC and intelligent individual needed by Switchboard and Records department of Holiday Convalescent Home call between 3 5 PM for information and interview 334 4353

TELLER

PART TIME position is open at our branch office located on Plymouth and Merriman Rd Hours Regularly by appointment Must be cash and accurate with figures Minimum age 21 Call manager for interview at

421-4010
1st Federal Savings
of Detroit
An Equal Opportunity Employer

RECEPTIONIST $130 Admitting department of growing hospital Meet patients type 34 full benefits offered 525-7879 Warren & Associates Agency

FULL TIME HELP wanted for Retail Furniture Store Experience in handling cash and light typing Bank experience helpful 1 5PM 6PM 398 0016

Accounting Clerk

Experienced in accounting procedures and accounting practices to prepare regular and special reports Capable of compiling posting and checking forms from original sources A variety of duties consisting of minimal supervisory capability Some secretarial duties typing 60 wpm Must get along well with people Experienced only need apply Good fringe benefits program Salary negotiable Apply in person with a written resume Observer & Eccentric Newspapers 36251 Schoolcraft Livonia MI 48150
An Equal Opportunity Employer

EXPERIENCED RECEPTIONIST

Full time immediate opennings for mature person in busy suburban office Responsibilities include phone work greeting visitors and making appointments for lawyer Excellent Downtown location Full range of benefits Salary commensurate with experience Call for appointment 336 4780

GENERAL OFFICE

Fast accurate typist with light shorthand and figure aptitude For real experienced helpful mature expressed individual required Small pleasant office in Travelers Tower in Southfield Call

353-1420

ACCOUNTS PAYABLE CLERK For West Bloomfield company construction and building experience helpful Salary $750 Excellent benefits and Fee Paid by company

RECEPTIONIST For Bloomfield multi corporation Exceptional fringe benefits here Company dental equipment and medical supply Salary Range of $600 to $700 Fee Paid

SECRETARY For divisional Sales Manager of Troy company A clean and diversified job Excellent typing and Pitman shorthand Competitive benefits package and profit sharing Start at $600 to $750 with Fee Paid

ADAMS
&
MARTIN
PERSONNEL
920 E Maple BIRMINGHAM
646-5600

EXCELLENT OPPORTUNITY Farmington organizational firm has immediate opening for person with secretarial accounting background must know payroll & payroll reports Excellent growth potential Call 477 7810 or after 6 PM 548 3087

GENERAL OFFICE

Part time Clerk typist with Medical office Must have knowledge of telephone communication and filing systems Must type, be willing to handle mail, be flexible in working hours and days Call Mr Howland at 313 535 8800 Ext 30 to arrange interview appointment

EXPERIENCED KEYPUNCH or DP operator shorthand helpful Good benefits 12130 Gratiot Detroit 273-3800

SECRETARY Preferably CPA experience Good typing Good hours Our girl enjoys this job Call Mrs Ann Hoffman Hours and benefits are good Call after you endorse Salary open 559-7600

ACCOUNTING
CLERK

Accounts receivable and payable experience Light typing Some bookkeeping for Livonia firm Hours 8 5 Fee paid

LOIS RAY PERSONNEL
559-0560

EXECUTIVE
SECRETARY

Excellent typing, shorthand and knowledge of bookkeeping Professional office of experienced staff Salary open

LOIS RAY PERSONNEL
559-0560

504 Help Wanted Office-Clerical

GOOD TYPIST Dependable person for Fringe benefits Southfield area Reply to Box 798 Observer & Eccentric Newspapers 36251 Schoolcraft Livonia Michigan 48150

EXPERIENCED OFFICE Help good typing shorthand required and for appointment 355-3000

PART TIME Secretary For management company at Southfield Typing bookkeeping general office work Good remuneration Best hours 9 to 3 Call Observer & Eccentric Newspapers 36251 Schoolcraft Livonia Michigan 48150

EXPERIENCED Receptionist Good typist Telephone knowledge helpful for international organization Reply to 0001 P O Box 3188 Livonia Michigan 48151

Farmington
Dr's Desk
$600/Mo.

Important Farmington specialist seeks a responsible high school graduate to handle busy front receptionist desk Interesting worthwhile job PERMANENT STAFF Personnel

388-8900

CLERKS NEEDED NOW
RESERVATIONS & OPERATIONS
Minimum 60 WPM &
1 Year Office Experience
ACCOUNTING
Up to 2 years experience in Payable & Receivable Fast paced Company Good Salaries Exciting travel benefits
ELKIN TOURS
398 1266

INSURANCE Experienced automobile rater or secretary for small Southfield agency 557 7022

Oak Park
Lrarner
$525/Mo.

Super progressive firm likes to teach ambitious figure oriented high school graduates their book keeping procedures Accurate typing and real willingness to advance Superior benefits STAFF PERMANENT Personnel

388-8900

SECRETARY I girl office South Lyon Must be reliable able to type pleasant on phone Good opportunity for girl with initiative 943 1344

TYPIST Design Contractors Furniture Firm Livonia Must be excellent typist 478-8280

Farmington
Trainee
$500/Mo.

Appropriate newborn company will train alert light typist on use of their new machines Good math ability a plus PERMANENT STAFF Personnel

388-8900

FULL-TIME Receptionist Secretary minimum typing speed necessary important Immediate opening Call Sales Manager 642 5300

SECRETARY

Reliable and mature secretary experienced in general office procedures with emphasis on excellent typing and shorthand Also some bookkeeping in personal organization Position offers a very interesting and variable day with opportunity to use initiative and handle responsibility Excellent salary and benefits Office located in Farmington Hills Send resume to Box 858 Observer & Eccentric Newspapers 36251 Schoolcraft Livonia Michigan 48150

Troy
"Greeter"
$500 Fee Paid

one of our recent clients needs one young front desk lady to greet customers and important clients Much public contact and variety of duties PERMANENT STAFF Personnel

388-8900

INSURANCE AGENCY opening preferably property, casualty background in Southfield 353 5850 Eves 881 3277

ACCOUNTING CLERK For manufacturing company in Farmington Accounts receivable and payable posting and balancing on bookkeeping machine plus other related duties Must be accurate with experience Call for appointment 642 8000

Be A Star
Dearborn
$750/Fee Paid

Glamour spot in Dearborn's finest area Worldwide media firm will have cool calm secretary with organized approach Skills should be up to par for this fast paced position PERMANENT STAFF Personnel

388-8900

CLERICAL AND TYPING Part time Flexible hours, start 80 per hour Northland area, reply Box 840 Observer & Eccentric Newspapers, 36251 Schoolcraft, Livonia, Michigan 48150

GIRL GENERAL OFFICE Typing, filing, light work able to meet public Previous body shop or insurance experience helpful but not essential Apply Bob Sellers Pontiac-Cadillac Dept 10520 Telegraph Rd

Public
Contact
$750 Fee Paid

West Bloomfield salary even without shorthand for outgoing typist who likes people Position is part responsibility and part customer service, where you will handle your own correspondence Terrific job with terrific benefits PERMANENT STAFF Personnel

388-8900

SECRETARY

Working in Southfield, Southfield area Office experienced typing is essential medical knowledge helpful Good salary and benefits Call Mrs Ann Hoffman 559 7600

SECRETARY, small office, Bloomfield area Typing, shorthand, general office duties Call Mrs Ann Hoffman 559-7600

SECRETARY Light typing Some bookkeeping Good salary and benefits Call Mrs Ann Hoffman 559-7600

504 Help Wanted Office-Clerical

SECRETARY

Office in Southfield area needs an experienced secretary Qualified applicant must possess excellent typing shorthand skills and have a pleasant phone handling manner Duties include typing month end figures reports Excellent fringe benefits and working conditions Salary commensurate with experience and ability Call to arrange an interview

968-2200
Equal Opportunity Employer M F

GENERAL OFFICE receptionist Typist for bright girl Will train to be busy executive Good typist good with figures Start at $600 Phone resume/letter Write PO Box 8002 Oak Park Michigan 48237

SECRETARY

Automotive Sales Office in Royal Oak needs experienced secretary with good Typing & Shorthand Skills knowledge of Bookkeeping helpful Challenging job good benefits Send qualifications to Box 804 Observer & Eccentric Newspapers, 36251 Schoolcraft, Livonia, Michigan 48150

CLERK for Furniture Special Order Department Familiar with purchase orders and invoices Typing required Birmingham area Call for appointment 646 7278

ADMINISTRATIVE Assistant Challenging responsibility with growth potential Superior skills in English phone well organized Northland area Reply Box 804 Observer & Eccentric Newspapers 36251 Schoolcraft, Livonia, Michigan 48150

MATURE CLERK-TYPIST

Filing record keeping purchasing and general office work Pleasant Birmingham office Good pay and fringes All replies held in strict confidence Write Box 828 Observer & Eccentric 36251 Schoolcraft Livonia, Mich 48150

SECRETARY Part time To become full time Good skills and experience necessary Contact Sharon between 3 and 5 PM at 362 0470

EXPERIENCED or will train IBM 931 key disc operator Good salary and benefits Must apply in person Naral Inc 31750 Michigan Ave Wayne Michigan

CAREER GALS
Work in Southfield
Rod & Station Secy $629
Travel Agent Secy $600
Typist $550
CAREER PERSONNEL
557 8480

TYPING and general office good knowledge of English language Approximate $180 a week Pleasant Building 661 6333

GIRL FRIDAY for interior design firm in downtown Birmingham Must know shorthand typing light bookkeeping 642-8411

LOOKING FOR a Job with good potential 60 WPM typing 80 WPM shorthand If you have a little of this experience and good skills this job is for you $650 plus benefits

LOOKING for a Home Nice stable office 80WPM shorthand 50WPM typing up to $170 week Good fringe arrangement Southfield

SECRETARY great advancement opportunity 55WPM typing 80WPM shorthand $650 Farmington

ACCURACY PERSONNEL
Birmingham 642 3600
Southfield 356 3010

ASSISTANT to Bookkeeper, typing required Call Robert Pristin 569-6060 ext 22

CAN YOU TYPE 60 w p m accurately Take telephone messages and handle customers on phone efficiently and with good manners Also well as handle varied assignments as I get Southfield office" 548 0470

ADMINISTRATIVE
ASSISTANT

To co-ordinate the clerical operations of a small clerical staff in an insurance sales office Typing and transcribing experience required Excellent benefits and working conditions KEMPER INSURANCE COMPANIES South field area 559 7600
An Equal Opportunity Employer

FILE CLERK for Southfield Law Firm Full or Part time Call Barb 358 8000

SOUTHFIELD office has immediate openings for Girl Require good attitude willing to learn and growing Also much phone work Call Mr Peters for appointment 257 2500

SECRETARY

NEEDED Shorthand required Ability to handle customers, phone Mature, professional business manner required Full fringe benefits salary commensurate with experience Call 8 AM 5 PM week days Mr McLaughlin

358-3609

LEGAL SECRETARY for all day Tues and Thurs Experience preferred, but will train fast typist Shorthand area Contact Joan Lindsay 569-1073

TYPIST Assistant 3 Bookkeepers needed for Southfield Law Firm Excellent opportunity for recent High School Graduate Good typing skills Call Barb 358 8000

TELLERS
EXPERIENCED

Attractive position requiring your commercial bank teller experience Excellent salary and benefits Apply Personnel Dept

NATIONAL BANK
OF SOUTHFIELD
30804 Telegraph, Southfield
354-5250

GENERAL OFFICE GIRL Good Typing in Builders Office City of Southfield 356-0651

SECRETARY

Coordinate departmental reports for busy President Congenial personality and good appearance needed for this executive spot $730 to $750 start for skilled professional secretary Call Mrs Hoffman

Your New Boss Pays Our Fee!
Harriet Sarge Personnel

INSURANCE AGENCY offers an interesting and salary Opportunity and future Need experienced Secretary who can help run agency 641-1888

BOOKKEEPER/ACCOUNTING
Experienced through trial balance and financial statements preferred, for large CPA firm in Birmingham area Pay full or part time work Able to prepare journal and simple tax returns Profit sharing and other fringe benefits Will be working in small office, so must be able to work alone Call Mrs Rae, Observer & Eccentric Newspapers, 36251 Schoolcraft, Livonia, Michigan 48150

SECRETARY

Expanding Postal Corporation needs secretary in the Pleasant Ridge Hills area Some typing and bookkeeping helpful Good salary and benefits 8000 - 9000 Call 399-0000

Your New Boss Pays Our Fee!
Harriet Sarge Personnel

504 Help Wanted Office-Clerical

CHIROPRACTIC ASSISTANT Receptionist Must be good typist Apply in person 8720 W 13 Mile Berkley Location of job near Orchard Lake and 13 Mile

TRAVEL AGENCY desires Typist, MSC, with excellent speed and accuracy 50 wpm minimum general office experience helpful Will train call Sandy 273-3000

GENERAL OFFICE

Large established national firm needs a clerk typist Permanent good salary and benefits Call 263-6300

Informs Operator

Excellent salary for well trained Informs Operator with one year experience Liberal fringe benefits Hours 8 am to 4 15 PM Mon thru Fri For appt call Miss Nicholson 569-2100

MAIL ORDER DEPT of Publishing Co needs accurate typist Good with figures and details Varied duties Call Mrs Lee Mr Ferguson Medilerk area Call Mrs Rosand 557 8480

SECRETARY PART TIME We need an Exec Sec'y type who wishes to utilize her skills in a challenging position Familiar with all variety and public contact Accurate typing and shorthand required Attractive Birmingham location Call after 6 PM 647 0810

ACCOUNTS CLERK

We have opening for full time position Must be with min one year experience and light typing Liberal Fringe benefits Hours 8 am to 4 15 pm Mon thru Fri For appt call Miss Nicholson 569-2100
Equal Opportunity Employer M F

FULL TIME or part time position available for mature person with at least one year of typing skills Grand River Novi area Call Rae 349 3773

INCOME TAX PREPARER, not less than 5 years experience Varied hours Westland area 721 7373

GENERAL OFFICE

Competent girl with Typing and Light Bookkeeping experience for I girl office in Bloomfield Hills

698-1169

PERSONNEL and payroll clerk experienced good typist either dieter Grace Convalescent Center 1000 Rochester Road Hospital 18001 Meyers 864 6461

OFFICE HELPER a couple days a week, variety of duties and knowledge Reads Troy Must be well experienced and able to do simple bookkeeping and neat accurate typing Call 649 2215

FRONT DESK RECEPTIONIST Meet and greet the public in this modern reality firm Person with good clerical typing will win here $550 UP Call Sherri Day today

569 0400
Snelling & Snelling
PERSONNEL

TYPIST

Experienced accurate IBM typist for downtown advertising agency Some knowledge of and reception duties helpful Salary negotiable Hours 8 30 to 5 00 Appointment call 962 0000

SOMERSET Reception needs neat and accurate light typist Call between 9 am and 5 pm 643 6833

OFFICE ASSISTANT

Fee Paid People oriented Busy suburban sales office needs your personality and skills to handle varied and diversified position $650 Harry Call Tami Wagner

569-6060
Snelling & Snelling
PERSONNEL

CLERICAL PERSON typing, filing assorted clerical duties Intelligence and skills more than just clerical Excellent working conditions Full time Bernea Dr Bloomfield 333 1300

CLERK TYPIST for small inner space company Diversified work pleasant atmosphere and easy benefits Northland area Ask for Mrs Banks 968 2500

BOOKKEEPER

Train for new bookkeeper spot with outstanding suburban firm Beautiful benefits include dental Hurry for this To $750

588-5400
Snelling & Snelling
PERSONNEL

SALES SECRETARY

Prefer individual with commercial real estate experience Will train right person Call Mr Samaniu or Mr Ilse 355 8000

RECEPTIONIST

Northwest Rehabilitation Hospital in need of enthusiastic person for diversified office duties Hour type Part & full time Apply to Box 786 Observer & Eccentric Newspapers 36251 Schoolcraft Livonia Michigan 48150

BOOKKEEPER

Trained for top bookkeeper spot with outstanding suburban firm Beautiful benefits include dental Hurry for this To $750

588-5400
Snelling & Snelling
PERSONNEL

FULL CHARGE BOOKKEEPER with 5 years experience for 1 person office Modern air conditioned office with parking in Northwest Detroit area Please submit experience and salary necessary to be a first rate job to PO Box 28107 Detroit Mi 48228

EXPERIENCED Legal Secretary Royal Oak Office 545 2580

DIAL A JOB
«Other Light Industrial»
If you have a phone & car apply at

MANPOWER
30665 5 Mi at Beech Daly
538-3130
An Equal Opportunity Employer

RECEPTIONIST for law firm, full time, typing a must, experienced Must be neat and accurate Please call between 9 AM and 5 PM 569 2000 Telegraph Rd Suite 300 Bloomfield Hills MI 48013

SECRETARY

Shorthand, typing Excellent working conditions Southfield area Please send resume to Box 822 Observer & Eccentric Newspapers 36251 Schoolcraft, Livonia, Michigan 48150

KEYPUNCH
OPERATOR

Southfield area Full-time afternoons 129 or Univac experienced only Call Eileen

355-3840

PART-TIME SECRETARY Bloomfield Hills area Approximately 20 hours per week 8 days a week 642-8000

BOOKKEEPER WANTED
For Bloomfield Hills Law Firm, Exp Preferred Salary Open Call Mrs Hoffman 559 7600

504 Help Wanted Office-Clerical

SECY-RECEP'T

Experienced in all office procedures and possessing all office skills must be intelligent and highly systematic Call for Ann

478-1745

RECEPTIONIST
Part-time - Afternoons
Monday Wednesday Friday
Garden City 422 7080

BOOKKEEPER through general ledger and preparation of financial statement U of D Area RING REALTY 342 8080

STENOS
TYPISTS
KEYPUNCHERS

If you have past experience working in an office use your spare time and skills to make money Temporary and full time assignments are available in your area Apply in person or call for an appointment today

Interviewing Daily 9 AM 5 PM
See Marjorie Boren
20665 5 Mile Detroit Daily
Or Jean Schothan
29236 Ryan Rd at 12 Mile

MANPOWER
965-7000
An Equal Opportunity Employer

MAG CARD OPERATOR experienced only for CPA Firm Southfield location After 7 PM 968 6340

EXPERIENCED GIRL Friday, General office Bookkeeping knowledge of steel essential Good figure aptitude Enterprise Industrial Sales Inc 356 6712

SECRETARIES
TYPISTS
STAT TYPISTS
DICTAPHONE

Temporary assignments immediate and long term Positions offering and responsible positions for selected personnel Previous experience preferred

CALL 967-0336
Witt Services

PERMANENT FULL TIME Position for someone with interest in literature to work in the buying of the Diane section recording and controlling inventory receiving and allocating merchandising and assisting the buyer Some previous office experience preferred Call Chris Swanson 223 3344

BOOKKEEPER and Office Experienced in retail home furnishings Pleasant Professional Team Send resume to Box 816 Observer & Eccentric Newspapers 36251 Schoolcraft Livonia Michigan 48150

TEMPORARY OR PERMANENT
WE NEED IMMEDIATELY
Nurses Sr Typists $5 up Data Entry typists Accounting Clerks PBX Operators Legal Secretaries Insurance Underwriters Payroll Coders Policy Typists Claims and Workmen's Comp
MICHIGAN INSURANCE PERSONNEL SERVICES INC
801 W 8 Mile 837 0735
TEMPORARY PERMANENT

EXPERIENCED LEGAL Secretary Southfield Law Firm Knowledge of pleadings and deposition experience required Call Barbara at 559 6290

REAL ESTATE
SECRETARY

Position open for a secretary with real estate background experience Excellent typing and shorthand skills required plus a willingness to accept further responsibility For the career minded only For confidential interview call after 6 PM 646 1819

506 Help Wanted Sales

REAL ESTATE INDUSTRIAL Needed at once licensed industrial commercial salesman Office of Michigan is your territory Truly a big opportunity for the right man Confidential interview call GARY or RAND PARTRIDGE 681 2111 or Det 963 8739

MANAGEMENT TRAINEE Need reliable person to assume management opportunity to earn $250 week Age Are Equal Opportunity Employer M F Part time or full time 425 3630

Are You The One?

Out of 18 that qualify? Position open for man or woman looking for a career in real estate Will train Ask for Lou Fowler 476 9190 Livonia office

chamberlain

REAL ESTATE
SALESPERSONS
Land Sales Condos Apartments & Office Sales Our business is booming We need help We Night or Sunday work Liberal commission schedule & high ticket items make for large earnings
LAND REALTY CO 355 3700

NEED MONEY for the extra part time or full time work Excellent money and rapid advancement Call 349 7175 after 5 PM 348 9845

BE A
PROFESSIONAL

We will train you in Michigan's finest Real Estate School and provide you with all the modern sales techniques needed in the Real Estate profession Highest commissions paid and a very lucrative incentive plan For details call 522 8300 ask for John Boggs

Integrity
Realtors

NOTICE Now hiring opportunity are filling fast Call for interview call 525 3838
Equal Opportunity Employer M F

HEALTH MINDED
Salesman & Office Trainee
Healthy, health minded, health nuts wanted You number 1 salesman is able to handle detail & set goals Personality knowledgeable or interested in health Salary commensurate Opportunity for advancement Training need printing, to Health Development Enterprises P O Box 3000, Seven Oaks Station, Detroit, Mich 48228

REAL ESTATE Sales Men & Women for our New enlarged of their TOP COMMISSION & Training Referrals Member of UNRA Multi-List & Interstate National Referral Service
Call Mrs Mallon
427 5400
H.E. Mallon Rlty.
17310 Farmington Rd.

NEED EXTRA CASH?
Have Some Spare
Time?

Maybe boredom is the reason!

Then join with us for fun and funds and a more joyous Christmas Season. No investment, no collecting, no delivery. For interview call Ms Blossom

455-4659

506 Help Wanted Sales

SALES AGENT Train at full pay, with highly respected Life Insurance Company College degree preferred Bloomfield 540 3000

WARNING

If You Don't Investigate this employment opportunity 70 may not be a milestone year for you
CALL GARY COOK
851-6000

OUTSIDE SALES Representative for industrial company Sales experience in metals Established territory Salary commission and car Full benefits Fee Paid Berri Personnel 1276 N Woodward Royal Oak 398 6270

EXPERIENCED SALES Lady wanted for Drapery Department Five Star Drapery 1180 E North entry Rd Winchester Mall Rochester Applications taken Monday thru Thursday 2 to 5 PM

EXPANDING Rochester office needs 2 qualified associates Experience preferred but not absolutely necessary

DUNN
&
DUNN
Rochester Office 852 1223
Troy Office 321 9440

PHONE SOLICITORS
Experienced only $3 00 per hour starting wages plus bonus on every sale Call Mary

EXPERIENCED SPORTS wear sales person for suburban Farmington women's specialty store 476 1650

WE WANT YOU, IF!

you enjoy helping people have definite need for money have at least 25 hours to devote per week can be available Mornings evenings weekends & have a willingness to improve yourself through our numerous required free classes

CENTURY 21
Libby & Assoc. Inc
644 3232

MATURE WOMEN for Children's Store full and part time Plaza land, Newburgh Plaza, Newburgh and 6 Mile Road Apply in person

VERSATILE FEMALE needed to learn all phases of the furniture market Sales and design experience necessary Call for appointment 626 8600

REAL ESTATE TRAINING
NOW MADE EASY
New Modern Real Estate Training Center Teaches License Finance and Marketing Professional Training at extremely low cost Join an expansive well recognized firm Need to make money and be successful call Miss Rogg Mgr
EARL KELM WEST 425 2141

REPRESENTATIVE to Present existing new customers at Home Parties BELLE & HOUSE 539 BEAUTIE evenings 477 2220

PART-TIME help needed selling women's apparel Marilyn Shoppe Somerset Mall Troy

UNUSUAL RETAIL
SALES OPPORTUNITY

We are in need of Sales Personnel who have working environment in Fashion Stores catering to the wants and needs of Today's Fashion Conscious working women We will change in our wonderful General Stores Excellent working hours 9 AM 5 30 PM daily no Sundays or Sundays Apply in person at

ALBERT'S
General Motors Bldg
W Grand Boulevard Detroit

I Desperately need experienced telephone salesperson Full or part time in Southfield The mendous opportunity for the right people

SALES HELP WANTED Looking for experienced in Fashion Coordinations and Display work Full time position Contact Ms Gailey at Apple Somerset Mall 643 9411

Real Estate Sales

Join an active team We need one full time person to assist and not be afraid to get your hands dirty Call Mr Howland at 313 535 8800 Ext 30 for appointment

WANT TO BE
YOUR OWN BOSS?

Start now to learn the ropes Own business on your spare time

FARMERS INSURANCE
GROUP OFFERS
Free Licensing Classes
Free Sales Training
Opportunity Go full time with minimum guarantee per month after training
855-2444 682-0704
An Equal Opportunity Employer

DEMONSTRATORS
Men and women, new to Christmas non stock cookware complete training Commission on high dollar volume 349 6878

SHOE FITTER Better children's and young adults shoes 5 days a week Woman preferred Southfield area 353 3250

STOP! OPPORTUNITY KNOCKS
Earn $10 000, $15 000, $20 000 or more a year your very first year You will send you to school for 3 weeks expenses paid Train you in the field selling and servicing established business accounts Will be over 21, have car bondable applicant and sports minded Home takeaway Equal opportunity company M F Call for appointment George Mellendorf Monday September 20, Tuesday September 21, Wednesday September 22, 1 800-444 9 A M to 9 P M

REAL ESTATE Firm needs seven or more experienced salespeople to work full or part time Above average commission split Call Ted Dixon at Detroit Real Estate 800 6200

BOUTIQUE SHOP, Somerset Inn Hotel, well groomed, experienced woman Mon Wed Mon Sat 642 8257

ATTENTION!!

YOUR FUTURE IN
INDUSTRIAL SALES
CAN START NOW

The person we are seeking will receive an extensive training program which will make him capable of earning $15,000-$25,000 his first year Fringe benefits include Hospitalization, Profit Sharing, & Paid Vacation

If you are capable of handling a responsible Sales Position, Call Mr Hunt Ant for Mr. Dunkle

559-8300

506 Help Wanted Sales

PART-TIME, mature saleswoman needed for lovely tennis shop in Schoolcraft area 420 8240

SALESLADIES

For Ladies Specialty Shop Must be thoroughly experienced in all departments Excellent salary plus commission, more benefits Great opportunity for advancement to other areas No evenings
Call Mr Levitt
626-7110 351-6540
JACQUELINE SHOPS
BIRMINGHAM

SALESWOMAN

Ladies Apparel Shop, Oak Park has opening for an experienced dress and coat salesperson Good salary and commission No night work Management also available
544-3500
MARTI-K SUBURBAN

FULL TIME and part time mens clothing salesmen and cashiers wanted for prestigious mens clothing firm Must have minimum 3 years mens clothing background Contact Gary or Jerry
O Brien's Mens World 7 Mile Farmington Rd

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506 Help Wanted Sales

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