500 Help Wanted

MACHINE DESIGNER
To design parts feeders, conveyers, mechanisms. Some design experience required. Apply in person, after 2PM, Michigan Automation Co., 34007 Capitol, Redford Township. Near Plymouth Rd. and Telegraph.

CASHIER, PART-TIME, mostly nights and weekends. Apply in person, Shifman's Men's Wear, Livonia Mall.

HAIRDRESSERS, if you are unhappy in your present job, call 338-6437

GENERAL MACHINIST, experienced in production machining. Must have experience as set-up man. Apply at Tape-Matic Machining, 12932 Farmington Rd. Located in Livonia Trade Center. 525-1860

GRINDER HANDS
I.D., O.D., SURFACE
Small Precision Parts
RETOOL MACHINE CO.
13640 Elmira

LATHE OPERATOR
H.E.S. tracer Lathe Operator. Experience helpful. Complete benefits with the finest of working conditions. Overtime. Top wages.
O. KELLER TOOL
12701 Inkster Rd.
LIVONIA 425-4500

TURRET LATHE OPERATOR
Must be experienced in short run tool work. 5 years experience needed. Top wages, overtime.
O. KELLER TOOL
12701 Inkster Rd.
LIVONIA 425-4500

NATIONWIDE company has immediate opening for experienced Alarm Service man installer for north metropolitan area. Must have minimum 3 years practical experience. Good salary, fringes and other benefits. Submit resume to: Box 554, Observer & Eccentric Newspapers, 36251 Schoolcraft, Livonia, Michigan 48150.
Equal Opportunity Employer M/F

ATTENTION! NOW HIRING
A Top new Restaurant
Needs the following:
Cooks & Grill Men
Waiters & Waitresses
Cashiers & Hostesses
Dishwashers & Salad Makers
EMPLOYMENT CENTER 569-1638

BEAUTY SALON looking for licensed operator to assist Mr. Ralph. Ralph's of Fifth Avenue, Birmingham. 642-7777

PINJUMPER
AMF 82/70's
Nights and weekends. Over 18. Experienced preferred. Apply in person at,
MAYFLOWER LANES
28600 Plymouth Rd.
½ Mile W. of Beech Daly

STOCK PERSON
Full-time, steady work; over 23 years old. Fringe Benefits. Apply: Warehouse Office, 3005 Central, near Dix.

IMMEDIATE opening - Tool & die man. Apply in person: Quigley Industries, 38000 Grand River, Farmington.

WAITRESSES
THE INN BETWEEN at 2270 West Huron is accepting applications for full and part-time NIGHT WAITRESSES. Apply between 3-9 PM, ask for John.

MEN & WOMEN NEEDED
For LIGHT FACTORY WORK, including running machinery. Must be at least 18 years old. Paid $2.30 per hour. Report to:
EMPLOYERS
Temporary Service
28533 Grand River

SERVICE ASSISTANT. Experienced in automotive service sales. Atchinson Ford, Belleville. 697-9181

EXPERIENCED, ambitious, mature salesperson for fashionable ladies' apparel. Mrs. McNabb or Mrs. Ferenc. 375-0300

SERVICE station attendant. Experienced. Mobil Station, corner 8 Mile & Middlebelt.

BUS BOYS
FULL-TIME ONLY
Apply in person, 8-5
No phone calls, please
Nugget Restaurant
30685 W. 12 Mile Rd.
Farmington

AUTO MECHANICS, certified, for fast growing complete service center. Livonia area. Uniforms, insurance, vacations. Call Harry Vanesa. 422-0320

HOUSEWIVES
Wanted for night shift, general kitchen. Pleasant working conditions. Apply after 4 PM.
ANCHOR INN
W. Chicago at Telegraph
Korvette Shopping Center

BORING MILL operator, experience only. Overtime, Blue Cross. L & B Machine Tool, 38000 Grand River, Farmington. 477-6300

FOREMAN
First shift in stamping plant. Must be experienced with progressive dies and automatic feeders. Overtime and good fringe benefits. Apply in person.
Garrett Tool & Eng.
36930 Industrial Rd.
Livonia 522-5600

DELIVERY PERSON, full-time. Little Caesar's, 7-Grand Shopping Center, Redford. [illegible]

DELIVERY BOY & Pizza Makers wanted. No experience necessary. Apply after 4 pm. Dino's Pizza, Ford & Sheldon Roads, Canton.

EXPERIENCED WAITRESS able to work the grill. Good pay, good tips. Royal Oak. [illegible]

GRINDER
With Unison Dedtru experience in short run tool work. Good opportunity for right man.
O. KELLER TOOL
12701 Inkster Rd.
LIVONIA 425-4500

ATTRACTIVE, PERSONABLE WAITRESS
For Night time Dinner or Day business [illegible]

MAINTENANCE, [illegible]

[illegible]

Tool & Die Repair
To trouble shoot progressive & line dies in stamping plant, second shift. Overtime and good fringe benefits. Will consider part-time. Apply in person.
Garrett Tool & Eng.
36930 Industrial Rd.
Livonia
522-5600

EXPERIENCED WRECKER DRIVER, must live in immediate Plymouth area. 455-0000

DRIVER for auto parts store. Dependable. Good driving record. 15821 Grand River, 3 blocks west of Greenfield, Detroit.

EXPERIENCED WAITRESS wanted. Apply: Shannon's Lounge, 28721 W. 7 Mile, Redford. 538-6330

MAINTENANCE
Man for townhouse development. Full time. Apply in person. Avon Hills Townhouses. 1400 Drexelgate Parkway, Rochester. Between 10 AM and 12 Noon. Monday through Friday.
652-0801

MULTI-TALENTED person for property management office. Responsibilities range from typing to decision making. Flexible work schedule, potential advancement. Apply in person only between 2 and 5 Pm. Deer Creek Apts., on Joy Rd. between Hix and Haggerty.

BUS HELP
For Day or Evenings shift in fine foods restaurant. Apply in person between 3 and 5 PM.
ARCHIBALD'S
555 South Woodward
Birmingham

NIGHT CHEF - experienced in Italian cooking. Must have a minimum of 10 years experience. For more information, call between 11 Am and 3 Pm only. 855-2811

Too Young For Airlines???
National firm has immediate openings for 10 young singles, 18 and over, free to travel Los Angeles, Miami, Denver and all other major U.S. cities and resort areas with unique young business group doing promotional work for 72 leading U.S. publishers.
NO EXPERIENCE NECESSARY. Transportation furnished along with expense paid 2-week training. All applicants must be ready to start immediately. For personal interview, contact Joe DeMesy at Abbey Inns of America, 8230 Merriman Rd., Romulus.
729-7600, Ext. 100

WAREHOUSE HELP, male or female. Apply in person, 8750 Orchard Lake Rd. S. of 15 Mile Rd.

AUTO MECHANIC, certified and experienced Top commission paid. Novi area 349-0290

SECURITY officers, full and part time, immediate openings, must have car and phone. 535-0670

Service Specialist
Detroit Area
Major producer of blast cleaning equipment has opening for individual with mechanical ability in heavy equipment, to act as Service Representative in the Detroit area. Position calls for extensive travel in Detroit area, supporting capital goods sales effort. Must have ability to make repairs in customers' plants as well as develop aftermarket sales and good customer relations.
Technical degree helpful but not required. Salary to $14,000 plus automobile and expenses. Liberal benefits program. Send detailed resume in confidence to: Box 544, Observer & Eccentric Newspapers, 36251 Schoolcraft, Livonia, Michigan 48150.
Equal Opportunity Employer M/F

WAITRESSES-all shifts, apply in person to Little Lamplighter Restaurant, 17341 W. 8 Mile.

EXPERIENCED HAIRDRESSER wanted, clientele preferred. Mr Drew's Salon, Farmington Hills. 851-3080

LATHE HAND
Must be first class on tool work. Top pay.
Royce Tool Corp.
37100 Amrhein
(1 block N. Plymouth)
1 block E. Newburgh

HOSTESS
for Day or Evening shift in fine foods restaurant. Apply in person between 3 and 5 PM.
ARCHIBALD'S
555 South Woodward
Birmingham

DELIVERY HELP wanted $2.00 per hour plus 30 cents per delivery. Must have own car. High school preferred. Dino's Pizza, Plymouth 455-5300

WAITRESSES, Bar Manager, Garden City. Call after 6 PM. 421-0020

INSTITUTIONAL COOK. Experienced. Part time, afternoons. St. Jude Convalescent Center, 34350 Ann Arbor Trail, Livonia.

Activities Director
Full Time Apply in person
WILLIAMSBURG
Convalescent Ctr
21017 Middlebelt, Farm
Between Grd River & 8 Mile

KITCHEN HELP wanted. Day shift. Apply in person: Leright's Coffee Shop, 620 So. Wayne Rd. Westland.

DIE MAKER, Surface Grinder, Jig Grinder, E.D.M. Operator. Experienced on progressive dye work. M.E.G. Inc. 34604 Hathaway, Farmington Hills. [illegible]

GENERAL Clerical office help, full time, Joy - Inkster area. 421-1717

THE DRY DOCK
is now hiring full and part time
COOKS
DISHWASHERS
HOSTESSES
Apply in person. The DRY DOCK is located ½ block south of 11 Mile on Greenfield.
An Equal Opportunity Employer

DESK CLERK for motel in Royal Oak area. Call between 9 am-8 pm. [illegible]

COUNTER GIRLS
Wanted for days. Must be 18. Apply: [illegible] Mile Rd., Southfield. [illegible]

BOY to do yard work. Must be out of school. Delta Concrete. Plymouth. 453-3233

STEIN HAUS
WAITRESSES, NIGHTS
Farmington Rd. & Grd River
477-9000

APPLICATIONS being taken by The House of Fabrics for mature, hardworking, intelligent people to staff its new store in Troy. Both full and part-time positions available. Outstanding knowledge of sewing and ability to deal effectively with people essential. Job involves sales and light stock work. Apply in person at The House of Fabrics, 17223 Lahser, south of Grand River, Redford.

CAREER MINDED individual interested in sales and installation of security systems. Will train. Home Guard Alarms, 18715 Grand River. 272-0115. After 5 PM: 422-2195

MOLD LEADER-MOLD MAKERS
Capable and experienced for Plastic Mold Builders shop. Fringe benefits.
DURA-MOLD & ENGINEERING
13400 NORTHEND, OAK PARK
548-0550

GNRL PLANT MAINTENANCE
Will be required to preform pipe fitting for equipment installation and repair; have a general knowledge of high pressure boiler hydraulic and pneumatic systems. Should also have a mechanical and electrical aptitude for machine repair and assembly. Good salary and fringe benefits available. Apply: Salastomer Detroit Inc., 23800 Research Dr., Farmington. (Located in Farmington Industrial Freeway Park, 10 Mile - Grand River).

COOK Trainees and Waitresses wanted. Excellent starting pay. Apply in person, Canton Big Boy Restaurant, 45250 Ford Rd., Canton Township.

WAITRESSES & BUSBOYS - 1st class Farmington Hills restaurant. 851-4094

EXPERIENCED COOKS and waitresses, dishwashers; all shifts. Landmark Restaurant, 32435 Grand River, Farmington. 477-1162

MOLDING PRESS
Male or Female - Full-time - 2nd or 3rd shifts. Must have good references. Good pay & fringe benefits.
Apply:
Salastomer Detroit, Inc
23800 Research Dr.
Farmington 48024
(Located in Farmington Industrial Park.)
10 Mile - Grand River Area
477-6100, Ext. 67

SUBURBAN PARISH in need of organist for weekends. For information call GR 4-5720

COOKS. No experience necessary. Apply in person, between 2PM-6PM, Flim-Flam IX, 1331 West Maple, Clawson.

PROGRAMMER
Attractive career position for person with minimum of 1 year COBOL experience, preferably in banking or related fields. New Burroughs 3700 computer installation. Excellent salary and top benefits. Apply: Personnel Dept.
NATIONAL BANK OF SOUTHFIELD
23201 Telegraph, Southfield
354-5250

WAITRESSES, afternoons & midnights. Apply in person, between 2 PM - 6 PM, Flim-Flam IX, 1331 West Maple, Clawson.

FULLER BRUSH CO. has 2 well established Routes now open. Livonia & Dearborn Areas. $8 per hour average to start. For interview Call 476-2534

AIRLINE TICKETING COURSE. See Education - Instruction classification (518).

QUALIFIED TRUCK Mechanic for large linen supply company. Steady employment, liberal fringe benefits. Good references required. Call between 8 & 9:30 Am. Mr. Breaugh. 831-6700

OFFICE MANAGER, Real Estate experience; for large building & property management company. 557-0770. (After 7 PM, 549-2758)

AIDES
ALL SHIFTS
PART & FULL-TIME
BEVERLY MANOR
24500 Meadowbrook Rd.
NOVI 477-2000

HOUSEWIVES: earn an extra $5 to $8 per hour teaching hobby classes with Tri-Chem liquid embroidery. Call Mimi after 5 Pm. 453-0549

BUS BOYS, all shifts. Apply in person, Palace Restaurant, 12581 Greenfield, near Schoolcraft.

TELEPHONE SOLICITORS
People wanted for telephone soliciting. Good pay plus bonuses. Morning hours 9 to 1. Evening hours 5 to 9. Call:
522-5064

WAITRESS, afternoons, 18 and over. Waitresses, midnight shifts. Experienced only. $85 week plus tips. Apply in person, Palace Restaurant, 12581 Greenfield, near Schoolcraft.

COOKS, all shifts, 18 and over, short order, experienced. Apply in person, Palace Restaurant, 12581 Greenfield, near Schoolcraft.

WANTED
Career minded young woman needed to fill full-time opening. (Shoe sales and cashier work with management of Clothes Department at a later date.) Apply at Kinney Shoes, 620 West Ann Arbor Rd., Plymouth, Michigan.

GENERAL cafeteria help wanted, lunch hour, Southfield area. 356-2247

FULL-TIME Valet, Janitor, Line Cooks, and Dishwashers. Apply in person or call Win Schuler's, 8006 W. Maple, W. Bloomfield. 851-6330

GUARDS
FULL- & PART-TIME
All shifts available
GOOD PAY
Excellent benefits.
255-2600

BRIDGEPORT OPERATOR
Experienced only, apply in person at Marion Tool & Mfg. Co., 12900 Wayne Rd., Livonia.

WELDER NEEDED for small fabrication shop. Minimum 2 yrs. experience. Southfield area. [illegible]

SECURITY OFFICERS
Immediate openings in your areas. Full or part-time. Free Blue Cross, Life insurance, Free uniforms and promotional opportunities. Apply daily, 9 AM to 4 PM.
Pinkerton's Inc.
15565 Northland Dr.
Northland Tower Suite 206 E
Southfield
569-1006
An Equal Opportunity Employer

DINOS PIZZA
Delivery help wanted. Must have car. $2 per hour. Plus 30c per delivery. 7 Mile-Inkster. [illegible]

DESK MANAGER-evenings, pleasant work, indoor tennis club, part time, bondable. 476-6448

502 Help Wanted Dental-Medical

EXPERIENCED
VENA PUNCTURIST
to work part-time at Williamsburg Convalescent Home, Middlebelt - Grand River. Good pay, short hours. Please apply at office: 21017 Middlebelt, Farmington Hills. Please DO NOT PHONE. Apply from 9-10 AM only, Wed., Thurs, Fri.

MEDICAL ASSISTANT - Experienced preferred. Part-time. Call Janet, Tuesday thru Friday. 535-0850

RN & LPN
We offer a unique work experience with the mentally retarded at Plymouth Center Human Development.
1. Civil Service Status.
2. No shift rotation.
3. Opportunity for advancement.
4. Vacation 3 weeks, 8 paid holidays, hospital insurance, immediate accrual of sick time, retirement plan.
5. In service education opportunities.
6. Michigan License required.
7. Salary commensurate with experience.

CONTACT NURSING OFFICE
453-1500, Ext. 212

MEDICAL SECRETARY - RECEPTIONIST, full-time, experience preferred, billing, insurance forms, phone handling. Birmingham - Royal Oak area. Write to Box 568, Observer & Eccentric Newspapers, 36251 Schoolcraft, Livonia, Michigan 48150.

TWO R.N.'S
New surgical hospital, full-time, day shift nurse and night shift nurse. Apply in person to Mrs. Durst, 8 AM to 4PM. Straith Memorial Hospital, 23901 Lahser Rd., between 9 & 10 Mile Rds., Southfield. Transportation necessary.
An Equal Opportunity Employer

RN & LPN
We offer a unique work experience with the mentally retarded at Plymouth Center Human Development.
1. Civil Service Status.
2. No shift rotation.
3. Opportunity for advancement.
4. Vacation-3 weeks, 8 paid holidays, hospital insurance, immediate accrual of sick time, retirement plan.
5. In service education opportunities.
6. Michigan License required.
7. Salary commensurate with experience.

CONTACT NURSING OFFICE
453-1500, Ext. 212

NURSES - RNS
Pleasant, professional environment for mature personable RN in Livonia. Morning or early evening hours available. 533-1100

MEDICAL ASSISTANT in Rochester Obstetrics-Gynecoloy office. Experience preferred. 651-7150

MEDICAL RECEPTIONIST
To $175 per week. SUBURBAN SPECIALTY practice seeking sharp receptionist-secretary to handle busy front desk. Must know insurance, phone, appointments and pegboard. All benefits.
DR. PERSONNEL-AGENCY
Northland Medical Bldg.
569-5254

DENTAL HYGIENIST
Full or part-time position in a busy 2-man office. Good hours, benefits, pleasant working conditions, call between 9 AM - 6 PM, 261-9140

MEDICAL RECEPTIONIST
Full-time. Some experience preferred. Send short resume with expected salary to Box 564, Observer & Eccentric Newspapers, 36251 Schoolcraft, Livonia, Michigan 48150.

DENTAL ASSISTANT-$650
BUSY general dentistry practice needs experienced chairside assistant with minimum 6 months experience. Benefits.
DR. PERSONNEL-AGENCY
Northland Medical Bldg.
569-5254

Experienced Medical Assistant
Needed for Livonia GP
Full-time Position
Call 427-2530

DENTAL ASSISTANT
Chairside, 3 days, experienced only. 534-6680

DENTAL OFFICE MANAGER
Two Doctor GENERAL DENTISTRY PRACTICE needs sharp, experienced business assistant-manager. Seeking person experienced with bookkeeping and dental insurance. Oversees 12-15 people. Excellent opportunity.
DR. PERSONNEL-AGENCY
Northland Medical Bldg.
569-5254

RN'S & LPN'S
Challenging full and part-time Supervisory and patient care positions open at a progressive extended care facility. Ample parking easy on and off I-94 X-Way. Apply to Director of Nurses, Van Buren Convalescent Center, Belleville. 697-8851

DENTAL ASSISTANT with experience in reception work. Full-time floater position. Southfield area. 557-2618

NURSE AIDES
Part-time. Day shift, 7:30 AM to 4 PM. Excellent pay, good working conditions. Suburban location.
Presbyterian Village
In Redford Twp.
531-7200

DENTAL ASSISTANT & Receptionist, Northland - 9 Mile Medical Bldg. Prefer certified D.A. or 5 years experience. $180 per week. 557-8100

NURSES AIDES, full or part-time, excellent facility. Oak Hill Nursing Home, 34225 Grand River, Farmington.

RN'S
with psychiatric experience. All shifts, full or part-time. Apply in person.
Ardmore Acres
Hospital
19810 Farmington Livonia
474-3500

NURSES AIDES-all shifts, full or part-time. Apply Hendry Convalescent Center, 105 Haggerty Rd. Plymouth.

RNS, LPN'S
NURSE'S AIDES
Part-time, Full-time
Apply in person
LAHSER HILLS NURSING CTR.
25300 Lahser Rd., Southfield
[illegible]

RECEPTIONIST. Experienced preferred. Apply Norto Clinic, 30041 W. 8 Mile Rd. 9 AM - 11 AM; Mon., Tues., Thurs., Fri.

Dental Insurance Secretary
For productive office. Experience in dental procedure necessary.
Call 722-5130

DOCTORS' ASSISTANT. Experienced E.K.G., X-Ray, Injections. Apply: North Clinic, 30041 W. 8 Mile Rd. 9 AM - 11 AM; Mon., Tues., Thurs., Fri.

RNS & LPNS, full & part-time, all shifts. Preferably with background in Gerontology. A nice situation with flexible hours and better than average pay. 421-4800

RN-LPN
Afternoon and midnight shifts. Good starting salaries. Modern facilities. See Mrs. Ferguson.
Nightingale West
8365 Newburgh Rd.
Westland, Nr. Joy Rd.

PLYMOUTH Dental Corporation desires capable business manager, excellent pay, must be mature and have insurance experience and experince in the dental field. 453-5070

DENTAL OFFICE MANAGER
Experience preferred, challenging position, salary commensurate with ability. Send Resume: Dental Office, 1311 Ann Arbor Rd., Plymouth, Michigan 48170.

RN'S, LPN'S
DAYS & AFTERNOONS
Apply in person
Medico's
RECOVERY CARE CENTER
22355 W. 8 Mile, 3 blks. W. of Lahser, 255-6450

HYGIENIST, experienced, for well established practice. 2 or 3 days per week, Tues., Fri. and Sat. or 2 days, Sat. included. 10 Mile, Northwestern area. Days, call 354-4344, or evenings, 626-2681

RN'S, LPN'S
For extended care facility. Immediate positions available on the day or afternoon shift. In Service program available for Nurses who wish to update their training in Geriatrics. Call Cambridge Nursing Center, West; the Nursing Director, weekdays between 9 AM - 3 PM, at:
255-1010

DENTAL, FRONT office assistant. Experience essential. Chairside experience and/or insurance helpful. Typing, filing, peg board and appointing. Pleasant personality, ability to relate to patients. Busy group preventative practice. 4½ days. Old Redford area. Reply: Box 552, Observer & Eccentric Newspapers, 36251 Schoolcraft, Livonia, Michigan 48150.

SECRETARY for Internist Office, medical transcription required. 5 day week including Saturday. Southfield area. 569-1770

RN'S or LPN'S
PART-TIME, FLOAT POSITION
Must be available all shifts. Good wages, working conditions, suburban location. Applications being taken, Miss Yancey.
Presbyterian Village
In Redford Twp.
531-7200

NURSES AIDES wanted for Westland Convalescent Center. Apply in person, 9-4 PM., Mon. - Fri. 36137 W. Warren, Westland.

DENTAL RECEPTIONIST, experienced only. Mature person. Busy office in Northland area. 967-1105

LPN
MIDNIGHTS & AFTERNOONS
If you are an LPN with desire to do more with your career than you have done in the past, we will provide the atmosphere and opportunity to grow as a Nurse and help you develop your abilities as a Supervisor of patient care. We are in need of LPNs with this desire and potential. Are you willing to try? Call or visit us at Westland Convalescent Center, 36137 W. Warren, Westland, Michigan. 728-6100

MEDICAL ASSISTANT, busy foot surgeons office, good typist, insurance forms, telephone, general duties, assist Dr. and other employees. Wed. or Thurs. off, fullday Sat. No late evenings, 40 to 43 hours weekly, apply in person to fill application, DR. Kahn, 29584 5 Mile Rd., Livonia.

MEDICAL ASSISTANT - OR LPN. Must be organized chairside assistant and paper work for ENT Plastic. 537-3250

RNS or LPNS
PART TIME
Apply in person
WILLIAMSBURG
Convalescent Ctr
21017 Middlebelt, Farm
Between Grd River & 8 Mile

DENTAL OFFICE assistant, full time. Energetic person to work front desk. Insurance forms, etc. Experience preferred but will train if necessary. 646-2990

WANTED DENTAL Hygienist Thursdays only. Huntington Woods. 399-4455

NURSE AIDES
All shifts. Full time, experienced preferred but not necessary. Apply in person
WILLIAMSBURG
Convalescent Ctr
21017 Middlebelt, Farm
Between Grd River & 8 Mile

MEDICAL ASSISTANT
Experience necessary, X-Ray, EKG, top salary, benefits. 366-5710

MEDICAL RECEPTIONIST, full-time, west suburban office, type 45 to 60 wpm. Experienced preferred. 261-6600

DENTAL OFFICE
NEEDS SHARP, MATURE PERSON for Office Manager of a busy group practice. Must be familiar with all phases of dentistry. Livonia Area. Please send resume to: Box 396, Observer & Eccentric Newspapers, 36251 Schoolcraft, Livonia, Michigan 48150.

WANTED: Dental Hygienist, Joy Rd. - Telegraph area of Redford. Salary open. 537-6800

RN OR LPN midnight shift for skilled nursing home. Apply HENDRY CONVALESCENT CENTER, 105 Haggerty Rd., Plymouth.

LPN OR RN
PART-TIME
MIDNIGHTS
BEVERLY MANOR
24500 Meadowbrook Rd.
NOVI 477-2000

MEDICAL OFFICE Manager, Blue Cross, Medicaid, Medicare and other insurance experience necessary. [illegible] Observer & Eccentric Newspapers, [illegible] Livonia, Michigan [illegible]

X-RAY TECHNICIAN with experience with laboratory procedures, needed to work full-time in busy Allergist's office. Good benefits. Farmington Hills area. 851-4655

PART-TIME, RN needed - who may be available for full-time vacation coverage in busy Allergist's office. Farmington Hills area 851-4655

ON-JOB TRAINING FOR NURSE'S AIDES
By Full-Time RN
In-Service Director.
Apply-Dorvin Convalescent & Nursing Center,
29270 Morlock,
near Livonia Mall.

504 Help Wanted Office-Clerical

KEYPUNCHERS. Want to work in Livonia? Earn incentive pay. 478-7447

GENERAL OFFICE
Sharp gal wanted to perform general office duties such as: Handling phones, invoices, typing, filing, adding machine; to work for an expanding retail drug chain. Excellent working conditions and benefits. Michigan - Greenfield area. Call for appointment 336-4700

SECRETARY
Southfield office seeks qualified secretary for a diversified position in a 1-girl office. Call for interview 358-5755

LEGAL SECRETARY - To prestigious suburban law firm, 2 years legal and good skills needed. Salary to $800, plus benefits.
SECRETARY - BOOKKEEPER - To large Southfield sales office. Good skills and bookkeeping needed. Salary to $800 plus benefits.
SECRETARY - for large Troy firm. Good skills and banking experience needed. Salary to $650 plus benefits.
PREFERENCE PERSONNEL
362-3420
CALL WEEKDAYS TIL 9
WEEKENDS TIL 5
ALL JOBS ARE FEE PAID

BOOKKEEPER
Excellent opportunity for sharp, aggressive individual experienced in bookkeeping and general office procedures. Payroll experience - a plus. Suburban office, located in Dearborn, offers pleasant working conditions and full range benefits. Salary commensurate with qualifications. Call for appointment. Arbor Drugs Inc., 336-4700

SECRETARY
Must be sharp with good shorthand and typing. Manage 1 girl Southfield office. Salary open. 559-7812

MATURE woman for Bookkeeping job, typing necessary. Available from 8-5 PM. Mon. - Fri. Apply: Garden City Auto Parts, 5659 Middlebelt; any morning between 10 AM - 12 Noon.

AVAILABLE NOW

Stat Typist	to $800
Accounts Receivable	$625
Accounts Payable	$635
Gal Friday	$640
Service Secretary	$640
General Office	$560
Clerical	$450

Fee paid, suburban locations, good companies with excellent benefits. Register now.
ALLIS-JOHNSON PERSONNEL
Quakertown Plaza, 32969 Hamilton
Farmington Hills 478-3800

BOOKKEEPER - to take charge thru Trail Balance & Quarterly payroll reports. Mature lady for part-time. Small sales office Southfield area. 557-0330; Evenings, 547-6239

SECRETARIAL POSITION in established insurance agency, Troy location. For interview, contact Mr. Nelson 879-6000

RECEPTIONIST - Troy law firm needs very good typist with pleasant personality, $500 a month, good benefits. 362-2011

TEMPORARY ASSIGNMENT
Compt. Operators for
Inventory Work
Beginning January 27
Dearborn & E. Detroit Area
Call
967-0336
For interview
WITT SERVICES

SWITCHBOARD OPERATOR RECEPTIONIST
Vlasic Foods, Inc. has an immediate opening for Switchboard Operator/Receptionist to handle our GTE PABX console. Applicant must have minimum 3 years Switchboard experience, light typing, and ability to work in fast paced environment handling several situations at once. Please apply in person or mail resume to:
Vlasic Foods Inc
33200 W. 14 Mile Rd.
(Near Farmington Rd.)
West Bloomfield, MI 48033
An Equal Opportunity Employer

EXPERIENCED SECRETARY
Full-time for 1 girl office. Shorthand necessary. Call between 8-5 PM, Mon. thru Fri. 261-4222

Legal Experience $800 Fee Paid
Legal experience and good skills will land you a job with a busy attorney. Call Kathleen. 478-3500.
Snelling & Snelling Agency

SWITCHBOARD - CASHIER
Strong experience and good math aptitude. $600. Lois Ray Personnel. 559-0560

BOOKKEEPER. Strong background and experience for suburban dealership. $700. Lois Ray Personnel 559-0560

ASSIST. BOOKKEEPER $650
Posting, typing, general office. Work will fill your days at this suburban job. Call Kathleen. 478-3500.
Snelling & Snelling Agency

ADMINISTRATIVE ASSISTANT-employee benefit firm. Typing, light shorthand, job involves developing sales presentation and ability to analyze facts and figures. New offices in Troy. 649-1133 ext. 5.

TYPISTS
POLICY TYPISTS
TRANSCRIBING OPERATORS
Fireman's Fund Insurance Co
We need typists capable of typing 55 - 65 wpm to work as Policy Typists and Transcribing Typists. Experience preferred but not necessary. We are located in Southfield and offer an excellent fringe benefit program with experience. If qualified, please call Mrs. Mayville,
557-5700
An Equal Opportunity Employer

SECRETARY WITH working knowledge of bookkeeping, billing, typing, and dictaphone. Hours 8:30 to 5 PM. 10 Mile, I-75 area. 547-4242

ACCOUNTING CLERKS
Needed Immediately for busy office. Good salary plus travel benefits.
ELKIN TOURS
358-1234

Stat Typist $10,000 Fee Paid
EXCELLENT W. suburban firm needs 2 years experience and familiarity with Accounting terminology. Rush! Call Linda. 478-3500.
Snelling & Snelling Agency

JOBS JOBS JOBS!
Finest companies and good salaries. All we need is You.

SEC'YS w/shorthand	Up to $1,000
SEC'YS w/dictaphone	Up to $900
F-C BOOKKEEPERS	$900
FIGURE CLERKS	$750
CLERK TYPISTS	$750
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Plus many more positions
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DATA PROCESSING
System III - Model 8 Operator. Must have 2 to 3 years experience with 3741. Excellent fringe benefits. Located in Troy. Call Ralph. 585-6400

FILE CLERK
Birmingham branch of nationwide insurance company has immediate opening for file clerk in Claims Dept. No experience needed. Light typing skills required. Excellent employee benefits & promotional opportunities. Call Vicki Sata for apppointment, 645-3700
LIBERTY MUTUAL INSURANCE CO
(Telegraph at 12½ Mile)
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LEGAL SECRETARY
Birmingham law firm needs experienced legal secretary, shorthand required. Call: 645-5800

SECRETARY
Terrific benefit package plus $180 - $200. Start as Secretary in this area corporation; this busy controller needs your able assistance. Call 543-8900.
Your New Boss Pays Our Fee!
HARRIET SORGE PERSONNEL

INVENTORY CLERK
Full-time position, must have good handwriting and be accurate with figures. Starting pay $2.50 an hour, plus benefits. Apply Factory Official Radio, 30724 Grand River, Farmington Hills. Between 1-4. 478-0828

SECRETARY for Southfield Law Firm. Must be over 25 with excellent secretarial skills. Salary open. Call Barb, 559-0600

IMMEDIATE OPENING $650
Sharp all-around gal needed in this fine suburban firm. Shorthand helpful. Will train on computer terminal. Light bookkeeping. Benefits. Call Ann. 478-3500.
Snelling & Snelling Agency

Bi-lingual Secretary $750
Excellent firm needs Spanish speaking Secretary with good typing. Dictaphone helpful. Fee paid. Call Ann. 478-3500.
Snelling & Snelling Agency

CLERK TYPIST
Birmingham firm offers bright typist $450; in great location. Enjoy this chance to learn the legal field. Call 542-8000.
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HARRIET SORGE PERSONNEL

Secretary-Bookkeeper $8,000
For beautiful W. suburban property firm. Must be able to go thru Trial Balance and have good typing skills. Excellent opportunity. Call Linda. 478-3500.
Snelling & Snelling Agency

MEDICAL SECRETARY - $165 to start with guaranteed raises and fully paid benefits, for Medical Services department. Screen calls, handle patient files, and type correspondence. Type 60.
535-7870
SHARROW & ASSOCIATES
PERSONNEL AGENCY

JR. STENOGRAPHER, good knowledge of spelling and grammar, accurate typing 70 wpm. Shorthand 80 wpm. Consulting firm, Troy area. 5 day week. 8:15 to 4:30. Days 649-1670. Evenings 642-1425

SUBURBAN OPPORTUNITY
EXECUTIVE SECRETARY, $825, Fee Paid. Administrative position. Needs good organizer with average S.H. Southfield.
SUPERVISOR, to $12,000, Fee Paid. Working supervisor. Accounts payable and receivable. Accustomed to fast pace. Good typing. Novi.
SECRETARY, to $650, Fee Paid. Type 55 WPM. No S.H. Figure aptitude. Southfield.
RECEPTIONIST, $650 plus, Fee Paid. Personable, intelligent. Farmington Hills.
Call Mrs. Evans 477-9840
SUBURBAN PERSONNEL

JR. SECRETARY $500
Busy suburban firm needs your phone-ability and typing skills. Advancement. 478-3500.
Snelling & Snelling Agency

FILE CLERK for CPA firm in Southfield, some office experience necessary. Pleasant working conditions. Ext. 248. 355-4800

TYPISTS AND SECRETARIES. Need extra money? Then get back into the business world. Pay no fees. Professional Temporary. 356-1616

CLERICAL HELP needed for Farmington office. Full and part-time. 477-2313

LEGAL SECRETARY for Troy law firm, no shorthand, legal experience necessary. Pleasant surroundings, 9 AM - 5 PM. 649-0500

BOOKKEEPER
Southfield Graphic design firm requires experienced full-charge bookkeeper for full-time position. Excellent working conditions in small, growing company. Knowledge of graphics industry not necessary. 9 am - 5:30 pm. Mon. through Fri. 352-3942

SECRETARY
Legal or Real Estate experience, good oral and written communication ability. Northwest suburban firm. $750 plus fee paid.
LOIS RAY PERSONNEL
559-0560

CPA OFFICE wants part-time gal Friday, flexible hours. Good typing & adding machine skills required. Southfield area. 557-6670

MANUFACTURING FIRM located in Birmingham needs experienced machine operator to run Burroughs L5000. Good benefits, call, 642-8700

BIRMINGHAM. Full-time, challenging position for experienced secretary serving business executives. No phone interviews. For appointment, call 642-2022

CLAIMS SECRETARY
Company moving to Troy. 2 years casualty claims or 1 year legal experience. Typing 60 wpm, Dictaphone, no shorthand required. Benefits. $625.
LOIS RAY PERSONNEL
559-0560

LEGAL SECRETARY. Excellent shorthand and typing required. Experience preferred, salary negotiable. 858-8900

TYPIST
For legal firm in Southfield. Mag card or Redactron experience preferred, however will train individual with good typing skills. Good salary and benefits. Call Mrs. Malcolm 352-8200

Secretary
West Bloomfield area building firm has excellent opportunity for Secretary to assume diverse duties. Requires excellent skills and ability to assume responsibility. $175-$200 week. Benefit program. Excellent working conditions. BY MAIL ONLY. Send work and salary history in confidence to: Mr. Alda, P. O. Box 491, Southfield, Mich. 48037. Plante & Moran, CPA Firm, recruiting for client.
An Equal Opportunity Employer

SECRETARY - Bookkeeper for one-girl office. Prefer experience in manufacturing and sales. Glassline Inc., 199 W. Ann Arbor Trail, Plymouth. 453-2728

LEGAL SECRETARY
For office in Southfield. Experience desirable. Must have good shorthand and typing skills. Paid Blue Cross and insurance. Salary commensurate with ability. Call Mrs. Malcolm, 352-8200

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But you must call the Promotion Dept. of The Observer & Eccentric by 5 p.m., Tuesday, January 11, 1977, to claim your two FREE RED WING TICKETS. 261-8600, ext. 209.

CONGRATULATIONS!

SECRETARY for small Birmingham office, some bookkeeping background and good typing required. Salary $850. Fee paid.

SECRETARY with experience in Real Estate law to work for attorneys in large Farmington company. Good typing and shorthand required. Salary $736 to $780. Excellent benefits and fee paid.

CLAIMS SECRETARY for Detroit company. Moving to Troy. Insurance background helpful. Transcribe from dictaphone. Salary $625. Benefits and fee paid.

SECRETARY to financial VP of Birmingham company. Excellent typing and accounting background required. Salary $693 to $850. Benefits and fee paid.

ADAMS & MARTIN
PERSONNEL
920 E. Maple BIRMINGHAM
646-5600

BOOKKEEPING KNOWLEDGE
Typing Required. Will train for computer. $130 per week, full time 8 AM-5 PM, 5 day week. Call Mrs. Rhodes, Farmington Hills Area. 626-1806

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