Help Wanted

502 Help Wanted Dental-Medical

Nurse Aides

AFTERNOONS
Starting salary $3 hr.
WHISPERING WILLOW MANOR
49650 W. Warren
Canton 459-7060

XAY TECH, part time, for evenings or weekends. Livonia-Canton area. Call after 6PM. 937-1058

Nurse Aides

AFTERNOONS & MIDNIGHTS
Full time considered. Will train, good benefits. See Mrs. Watkins.
NIGHTINGALE WEST
8365 Newburgh Rd.
Westland, near Joy Rd.
An Equal Opportunity Employer

MEDICAL Assistant, part time, for internist office in the Greenfield & Mile area. Experience required. Call 569-5060

MEDICAL SECRETARY - Assistant, surgeon's office in Troy, seeks mature responsible person with good typing and phone skills, excellent salary and benefits for qualified individual. Send resume to box 400, Observer & Eccentric Newspapers, 36251 Schoolcraft, Livonia, Michigan 48150

DENTAL HYGENIST - 4 Days. Start in December Dearborn Heights. 274-6660

DEARBORN area physician needs experienced Medical Assistant to do Vena Puncture, Injections, EKG. Send resume to: Mrs Anderson, 3649 Brewster, Dearborn, 48120.

POSTING CLERK wanted for Doctor's office, experienced preferred. Call Mr. Crumb 474-1870

MATURE Dental Assistant, Telegraph - Ford Rd. Area. Full time, pleasant surroundings. Wages commensurate with previous training. Reply to Box 220, Observer & Eccentric Newspapers, 36251 Schoolcraft, Livonia, Michigan 48150

RESPIRATORY Therapist, part time position, immediate placement. 569-8090

MEDICAL ASSISTANT-Farmington area. Knowledge of injections, EKG, able to assist doctor. Hours: 2-9PM. Call for appointment. 476-2420

DENTAL ASSISTANT - full time, mature person preferred as office manager, some chair assistance. Experienced preferred, will train if qualified. 13 Mile - Farmington Rd. area 557-0420

502 Help Wanted Dental-Medical

MEDICAL ASSISTANT, full or part time (mornings). X-ray experience preferred, but not necessary. Industrial experience a plus. Novi. 348-3055

NURSING OPPORTUNITIES

RN'S, LPN'S
All Shifts
Full & Part time
RN SUPERVISOR (Asst. Dir.)
3 PM - 11 PM
Competitive wage, excellent benefits. Contact:

869-1657

Detroit Osteopathic Hospital
12523 Third Aven.
Detroit, Mi. 48203

WHITEHALL HOME needs mature Nurse Aides: 2:30 PM - 11 PM and 11 PM - 7 AM 474-3442

MEDICAL RECEPTIONIST, part time, experienced, receptionist. Able to bill all insurances, call for interview. 427-2810

MEDICAL RECEPTIONIST
Experienced, typing desirable, light bookkeeping, knowledge of insurance. Call mornings only. Southfield. 569-2066

MEDICAL ASSISTANT wanted for Pediatric office in Canton. Previous experience, good typing, billing. With your Curriculum Vitae - write to: Box 5261, Northville, Mi. 48167

Lab Technologists
MT (ASCP) Experienced
Positions available in Department of Laboratory Medicine, now reorganizing. Apply:
Personnel Department
Brent General Hospital
341-5300

PART TIME Experienced Office Nurse, Redford Twp. Area. For interview 349-1444

DENTAL ASSISTANT.
Full time. Chairside, experienced preferred, good pay and benefits. South Lyon. 437-1611 437-9492

BUSINESS
ASSISTANT-RECEPTIONIST
Enthusiastic, personable individual needed for preventive dental practice located in Livonia. 522-6770

BECOME AN important part of our young, progressive dental office. Full time Assistant, experience preferred. Knowledge of X-ray helpful. Call 591-3300

DENTAL Hygenist, 2 days a week, Livonia Office. 261-2220

502 Help Wanted Dental-Medical

NURSE ANESTHETIST CRNA

Annapolis Hospital, a member of People's Community Hospital Authority and one of Wayne County's most progressive Health care facilities, is currently seeking an experienced Nurse Anesthetist (CRNA) to work part time.

In addition to an excellent commensurate salary and benefits program, Annapolis Hospital offers outstanding opportunities for meaningful career advancement within a professional environment. For immediate consideration, please call or write:

722-4400

ANNAPOLIS HOSPITAL
33155 Annapolis Avenue
Wayne, Mi 48184

Equal Opportunity Employer

RN'S - LPN'S AIDES

Double time for Thanksgiving, Christmas Eve, Christmas Day, New Year's Eve, New Year's Day.

AMC
HEALTH CARE I
SOUTHFIELD - PONTIAC
569-2585 338-6880
Western Wayne
593-3480
Owned by Nurses-for Nurses

LPN work Pediatrician's office. Part time, to day Wed. and Sat. Garden City area. Call 522-1770

EXPERIENCED Dental Assistant needed for busy Oral surgery office in Farmington Hills. 553-3280

MEDICAL TRANSCRIPTIONIST
Experienced in transcription of hematological, Cytological, and Surgical records in correct format using dictaphone. Day position offering excellent salary and benefits program. For detail contact:
GARDEN CITY HOSPITAL
6245 N. Inkster Rd.
Ext. 277, 421-3300
An Equal Opportunity Employer

NURSES - RN'S & LPN'S, needed, all shifts, full and part time, also weekends only. Paid Blue Cross, Blue Shield, paid holiday vacations, excellent facility. Apply Oak Hill Nursing Home, 34225 Grand River, Farmington. 477-7373

TRANSCRIPTIONIST
Immediate opening in private X-Ray clinic. Excellent fringe benefits including pension and profit sharing. Reply to: Southfield Radiology Associates, 22201 Foster Winter Dr., Suite 102, Southfield, Mi. 569-0610

MEDICAL ASSISTANT, experienced for busy Pediatrician's office. 478-2722

PLYMOUTH DENTAL office needs chair side dental assistant, approximately 36 hours per week. Maturity & work experience required. Knowledge of dental procedures desirable. Send resume to S.J.H., Box 677, Plymouth, Mich. 48170 or call 455-8686

502 Help Wanted Dental-Medical

PHYSICAL THERAPIST

For W. suburban teaching hospital. Licensed or eligible for licensure. Full time permanent days. Excellent salary and benefit program. For details contact:
GARDEN CITY HOSPITAL
6245 N. Inkster Rd.
Ext. 277, 421-3300
An Equal Opportunity Employer

MEDICAL ASSISTANT
Doctor's office. Northwest area. 32 hour week. No nights. Experience necessary. Call after 10a.m. KE 8-7890

MEDICAL OFFICE Receptionist, typist, full & part time available. Northland area. Experience desirable. 569-9157

DENTAL RECEPTIONIST ASSISTANT
Experience. Mon. - Fri., Walled Lake. 624-5512

RN & LPNS
Have you been out of nursing for sometime? Would you like to do strictly patient care without the added responsibility of charge and medicine? Then we have the job for you! Excellent wage and benefit program. Contact: Mrs. Cormier, Westland Convalescent Center, 36137 W. Warren, Westland. 728-6100

NURSES
RN'S & LPN'S
Growing facility needs nurses for afternoons. Full & part time positions available. Excellent wages. Accute care rate. Excellent benefits. Educations reimbursement plan. No Hassles.
SOUTHFIELD REHABILITATION CENTER
Contact Nursing
569-1500 Ex. 319

HOUSEKEEPING PORTERS
We are accepting applications for housekeeping porters, experienced preferred in buffing & waxing, but will train. Applications being taken between 9am-3pm.
SOUTHFIELD REHABILITATION CENTER
22401 Foster Winter Dr., Southfield
569-1500

DENTAL ASSISTANT, chairside, will train, bright, mature person, over age 20. Redford, Dearborn area. Call after 6pm 353-7687

DENTAL ASSISTANT, Chairside, experienced, benefits. Dearborn/Redford area. Call after 6 PM 353-7687

MEDICAL Assistant, private MD'S office, experience in EKG, VP, IM and X-Rays. Monday through Friday. Redford area. 937-3200

OFFICE MANAGER and Surgical Assistant for busy oral surgeon's office. Southfield area. Typing, bookkeeping & insurance experience necessary. 557-4614

CLERK needed for filing and misc. office duties. Monday thru Friday, Southfield area. 559-5604

PART TIME medical typist wanted. Call Cindy. 647-1970

DENTAL TECHNICIAN - Person to work in porcelain department, learning opaquing and building. Experience helpful but will train. 4½ day week. Hunter Dental Ceramics 538-1050

PART TIME Medical Assistant/Receptionist. Mornings and afternoons. College student preferred. Livonia area. 477-7420

502 Help Wanted Dental-Medical

RN'S LPN'S

You can choose your hours and days when you work on assignments for KELLY HOME CARE. You have to be a skilled Nurse with the compassion for patient care. Call us today and let us tell you more.

Kelly Home Care
968-3030
An Equal Opportunity Employer

PEDIATRIC GROUP practice has need for the following positions:
Part time Registered Nurse
Part time Medical Technologist
Part time Medical Assistant
Experience preferred. Apply in person or send resume to: 23133 Orchard Lake Rd., Farmington, Mi. 48024.

LIVE-INS
HEALTH AIDES
HOMEMAKERS
Needed to work in private homes. A genuine interest and concern for people plus good references are essential to meet our high standards. Experience necessary.

Kelly Home Care
968-3030
An Equal Opportunity Employer

EMERGENCY MEDICAL TECHNICIANS
24 Advanced & 12 Basics needed with certificates. Excellent salary with full benefits. Contact Ron Mathews at Paramed Incorporated. 333-3130

DENTAL ASSISTANT. Experienced at 4 handed chairside. Progressive team office. Northland area. Holidays and vacation benefits. 968-2266

PART TIME medical technician needed for busy Southfield ENT office. Call 557-3776

MEDICAL Assistant, experienced preferred, knowledge of X-rays, EKG, Venapuncture, Insurance forms. 531-5150

WANTED SHARP, well spoken person for filing, phones and general office duties for busy internist office in Southfield. 8:30 to 5:30 Pm. Monday thru Friday. Call Mary 968-2020

DENTAL ASSISTANT - Sterling Heights. Part time, experienced, front desk or chair side. Excellent opportunity. No evenings. 979-0111

NURSE AIDES - Day & Afternoon shifts, full time. Experience preferred but not necessary, will train. Good fringe benefits. St. Jude Convalescent Center, 34350 Ann Arbor Trail, Livonia. 421-4300

MEDICAL ASSISTANT/Receptionist, experienced for busy OB-GYN office. Good typing skills, excellent fringe benefits, salary $950 monthly to start. Livonia area. Call 537-1550

NURSES
Your skills are needed in a unique program designed to provide homes in the community for mentally handicapped children & adults now living in nursing homes. You can provide a home to this person as well as specialized care & training. In return you'll receive further training, professional support & $630 monthly. If you live in Oakland County call Macomb-Oakland Regional Center.

286-2780

DENTAL HYGIENIST full or part time - Garden City - 425-9130

DENTAL RECEPTIONIST needed for a friendly, modern Birmingham office. Must be ambitious & personable. Experience preferred. 4 Days. 646-3515

MEDICAL OFFICE Assistant Needed, experience in insurance billing Southfield Area. 354-2282

RNS & LPNS
PART TIME-DAYS
To start-RN-$5.875 per hour
To start-LPN-$5 per hour
FULL TIME
RN-Afternoons
To start-$6.125 per hour
LPN
To start-$5.25 per hour
Full Benefits
Dorvin Convalescent Center
29270 Morlock, Livonia
(One block south of 8 Mile)
476-0550

502 Help Wanted Dental-Medical

LPN

PART TIME
Afternoons-4pm-9pm. Flexible.
To Start-$5.25 Hour
Full Benefits. Five Days
Dorvin Convalescent Center
29270 Morlock, Livonia
(One block south of 8 Mile)
476-0550

NURSE AIDES
$2.90 AN HOUR
with or without experience. Clean, caring nursing home with many other fringe benefits.
FOUR CHAPLAINS
Convalescent Center
22210 Joy Rd. Westland
261-9500

RN'S

needed at Northville Regional Psychiatric Hospital. $15,743 to $16,683. Michigan Civil Service benefits. Please contact Ms. Nixon.
349-1800, ext. 231
An Equal Opportunity Employer

DENTAL OFFICE RECEPTIONIST
Modern progressive Office needs mature energetic person. Experience required in peg-board and Insurance. Excellent Salary and benefits. For interview call. 535-7616

DENTAL ASSISTANT full time for busy Livonia Orthodontist office. Must be high school graduate. 261-7803

MEDICAL RECEPTIONIST
Experience required. Busy office, 3 doctors. Birmingham location. No Saturday or evenings. Good salary for experience. 647-4420

MIDNIGHT SUPERVISOR
A progressive ECF under a new management in Westland is looking for an RN with leadership ability. 40 hours. Call PAT OSTLUND.
Middlebelt-Hope
326-1200

LABORATORY HELP needed in busy Berkley doctors office. Call Ann at 543-2340

OFFICE MANAGER needed for busy allergist's office, Farmington Hills. Knowledge of insurance billing desirable. Monday thru Friday. 851-6555

CHAIRSIDE DENTAL Assistant. Full time experienced, for progressive crown & bridge practice. $160-$170 to start. Some benefits. Call for appointment 652-6840

MEDICAL ASSISTANT-Receptionist for part time work in Canton Allergists office. Prior medical office experience preferred. Will train for necessary procedures. Send typewritten resume and references to: Box 326, Observer & Eccentric Newspapers, 36251 Schoolcraft, Livonia, Michigan 48150.

RNS & LPNS

Modern extended care facility with both skilled and basic patients, now hiring full and part time Nurses. We offer on-going in-service and education on the professional level. Baby sitting service available on the premises for the day shift. We welcome new graduates, no shift rotation. Medication course a necessity. Salary and benefits including dental. Competitive. Apply in person at:
BEVERLY MANOR
CONVALESCENT CENTER
24500 Meadowbrook Rd.
Novi, 477-2000

RN-LPN
Good starting salaries, and good hospital benefits. Afternoon and Midnight shifts. Modern facilities. See Mrs. Ferguson.
NIGHTENGALE WEST
8365 Newburgh Rd.
Westland, near Joy Rd.
An Equal Opportunity Employer

DENTAL ASSISTANT, experienced only, for Dearborn Specialist's office. Call 274-6522

NURSES
RN'S & LPN'S. Let us show you the best of both worlds with our full time program.

WE PROVIDE
Guaranteed full time employment..
Excellent Wages.....
Enjoy paid benefits.....
Health Insurance.....
Your Uniform Allowance.....
Vacations.....
In-Service Education.....
Double Time Holidays.....
Mileage.....
Practice Insurance.....
Bonding.....
Unemployment compensation.....

MEDICAL PERSONNEL POOL
Bloomfield-Pontiac
334-8230
Southfield
569-1860

ATTENTION RN's & LPN's
Avondale Convalescent Home has full time and part time openings for RN's and LPN's on 3 PM - 11:30 PM shift. 651-4422

NURSE AIDES
Immediate openings for part time and full time private duty. Must have 1 year's recent Hospital or Nursing Home experience. Day, afternoon and midnight shifts available. $3.30 to $3.80 per hour.
For More Information, Call
334-4751 or 642-7900

UPJOHN HEALTHCARE SERVICES
An Equal Opportunity Employer

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

502 Help Wanted Dental-Medical

Registered Nurse

with psychiatric experience desirable. Full & part time for afternoon & midnights shifts. Apply
ARDMORE ACRES HOSPITAL
19810 Farmington, Livonia
474-3500

Nurse Aides Orderlies

Experienced or will train for rewarding career in nursing. Good salary and fringe benefits. Excellent working conditions.
APPLY IN PERSON
GEORGIAN BLOOMFIELD
2075 Adams Rd. Corner 16 Mile

NURSE AIDES
FULL TIME
ALL SHIFTS
Apply In Person
Marycrest Manor
15475 Middlebelt, Livonia
427-9175

NURSE AIDES
FULL & PART TIME
ALL SHIFTS
Apply In Person
FRANKLIN MANOR
26900 Franklin Rd., Southfield
352-7390

504 Help Wanted Office-Clerical

EXPERIENCED TYPIST - full time, will train for Mag Card I. Salary commensurate with experience. Benefits. An Equal Opportunity Employer - Age No barrier. 649-3600

RECEPTIONIST for fashionable salon. 478-8018

IMMEDIATE OPENING
For an aggressive, reliable, self-motivated secretary. Must be experienced for a fast growing Real Estate office. Please call Jack Cole. 626-8000

Century 21
FAIR TOWNE CO.
626-8000

KEYPUNCH OPERATOR
We have a day position available for a keypunch operator with a minimum of 1 year experience on IBM 129 and/or Univac 1710. For further information contact Personnel Dept.
ALEXANDER HAMILTON LIFE INSURANCE CO. OF AMERICA
12 Mile & Farmington Rd.
553-2000

LICENSING CLERK
Clerical position for full time person involving some detail work. Must type 55 WPM accurately. Excellent fringe benefits and working conditions. For appointment call 353-3209

TYPIST
To work in department relating to data processing. Excellent opportunity to work with and learn Data Entry Work. Liberal employee benefits. Apply today:
S.M.C.
800 Junction, Plymouth
425-5600

KEY PUNCH OPERATOR
Experienced or will accept trainee who has completed school. Must have knowledge of IBM 129 equipment. Excellent opportunity to learn data entry work. Liberal employee benefits. Apply today:
S.M.C.
800 Junction, Plymouth
425-5600

YOUNG GAL needed in young, fast-growing office. Must type fast & accurately. 8 Mile-Merriman area. 478-7770

SECRETARY for general office work in religious school of Temple Beth El, Telegraph & 14 Mile. Salary & fringe benefits. Call Mrs. Cantrell at 851-1100

PHONE PHONE ORDER/CRT
We have opening for sharp individual with good communication skills to take incoming orders using CRT. CRT experience preferred or excellent typing required. Troy location. 12 & I-75. Excellent fringes. Contact A. A. Henderson 540-2910, Ex. 216
An Equal Opportunity Employer

FULL TIME Clerk Typist to work for executive secretary of national company located in Farmington Hills. Interesting and varied duties for person with inquisitive mind. Contact Jane Proctor at 851-7700

SECRETARY for a small but busy office in Livonia. Excellent typist. Able to handle numerous in-coming calls, shorthand preferred. Call A. Williams: 522-5353

VARIETY
What the Secretarial Job offers. Good typing & shorthand skills necessary for top firm. Excellent benefits, good salary, fee paid. Call Helen
PLACEMENT PLUS
PERSONNEL 358-3250

GAL FRIDAY for Livonia Insurance Agency. Insurance experience preferred. 261-2220

LEGAL SECRETARY
Prestigious suburban law firm pays the fee for your professionalism and skills. Mag II experience preferred. $12,000 Don't wait, Call Jeanne today.
353-2090
SNELLING & SNELLING PERSONNEL

SWITCHBOARD Operator/Receptionist. No experience necessary, will train. Health benefits included. Bloomfield Hills location. 647-0900

FULL TIME help wanted, light secretarial work. Mon through Fri. 9:30am-5:30pm. Bloomfield area. 338-9255

ORDER DEPARTMENT
Mature, responsible person needed in rapidly growing company. Detail work with good math aptitude. Typing 55 WPM, excellent benefits. Southfield area. For appointment call 353-3209

504 Help Wanted Office-Clerical

LARGE - Troy ad agency needs secretary for dynamic department head, good skills required for this exciting position. Salary $800 plus benefits and fee paid.

SECRETARY - no shorthand, for new department of outstanding NYSE, international company. Intelligent person, able to assume responsibility will work in beautiful Southfield offices. Salary $10,500 to 1,000. Benefits and fee paid.

SWITCHBOARD - operator for Birmingham law firm, experience and ability to operate busy board required. Salary $720 to $800, benefits and Fee Paid.

RESEARCH - sales assistant, for Toy management company, must be good communications skills and be able to work well unsupervised. Salary $10,000 to $12,000 while training, plus top benefits and fee paid

ADAMS
&
MARTIN
PERSONNEL
920 E. Maple BIRMINGHAM
646-5600
DIAL A JOB
24 hr. service to hear about our most recent openings.
646-8780

STATISTICAL TYPIST
Rapidly expanding, medium size Birmingham CPA firm is seeking experienced typist 35 hour work week, paid overtime, bonus, fringe benefits, salary commensurate with experience.
HARRY M. GORDON CO.
642-6723

GENERAL OFFICE
Challenging position for person with good math aptitude. Typing required, excellent benefits with rapid advancement opportunities. Southfield area. Call 353-3209

TYPIST FOR Office Supply Co., phones & filing. 18255 W. 8 Mile Rd Detroit

OFFICE MANAGER with full charge bookkeeping experience for growing retail company. Good starting salary, many fringe benefits, pleasant working conditions in Farmington Hills Area. 851-8855

SECRETARIAL POSITION
With creative marketing group. Experienced typist, excellent speller, self-starter Call Mr. Wiktor. 649-7255

SECRETARY-TRAINEE
Learn Government Procedures for a National Sales Organization. Must type & be good with figures. Salary & fringe benefits. Oak Park/Southfield area. Call Mr. Logeman for appointment. 968-1400

SOUTHFIELD LAW Firm seeks bright, experienced receptionist with good skills. Room for advancement in this growing firm. Excellent benefits. Salary commensurate with experience. Please call Mary at 353-8100

FULL Time receptionist, pegboard knowledge, appointments, etc. Experienced only. Southfield area. Monday through Friday. 9AM-5PM. Salary open. 557-2502

SECRETARY, good typist, knowledge of varied office equipment. Must be self starter. Congregation B'Nai Moshe. Call Mr. Schader for appointment 548-9000

SUBURBAN OPPORTUNITIES
SECRETARY - Major company needs responsible person with sales aptitude and 60 WPM typing. Southfield. To $215
TYPIST - 125 Entry level. 55 WPM., $125 weekly. Troy.
EMPLOYERS PAY ALL FEES
Suburban
Office Services
ROCHESTER 651-1500
FARMINGTON 477-5940

ACCTS. RECEIVABLE CLK.
Seeking an experienced individual for nice Livonia office. Must be capable of handling all receivable functions for approximately 100 accounts. Very good benefits. Start immediately. Full application: 11850 Globe Street, 1 block east of Newburgh. 1 block north of Plymouth 464-1020

GENERAL OFFICE
No Typing — No Experience
BONUS — NO FEE
Call today, work tomorrow:
Southfield 569-6404
Troy 362-4070
VICTOR
TEMPORARY SERVICES
An Equal Opportunity Employer

TYPIST - day shift, full time, 50WPM typing speed required. Southfield area. Call Monday thru Friday 9AM -5PM. 424-8770

FULL OR PART TIME SECRETARIAL POSITION FOR SOUTHFIELD REAL ESTATE OFFICE. TYPING REQUIRED AND GOOD PHONE MANNER. CALL MR. ZIMMERMAN 353-4400

504 Help Wanted Office-Clerical

PERSON WITH Bookkeeping background to train as operator of small computer, in Southfield CPA Office. 557-5757

HOUSEWIVES
Part time office positions available in growing Southfield Corporation. Scheduled hours while school is in session. Some office experience desired, training available. Ask for Jean at 642-4200.

SECRETARY-Plymouth area, must be experienced, type well, and excell at Customer Relations. 459-8200

RECEPTIONIST - for Southfield law firm, typing and experience preferred. 352-9080

CLERICAL POSITIONS
Immediately available with a Farmington Hills maternal handing company. Must have good typing skills, and general office experience.
Excellent wage and fringe benefit package as well as pleasant working conditions. Please apply in person between 1-3:30 PM. Mon thru Fri., at:
WHITLOCK, INC.
23231 INDUSTRIAL PARK DR.
FARMINGTON HILLS, MICH.

RECEPTIONIST - front desk position for person with good typing and sparkling personality. $600 to start fee paid.

SALES - Secretary, national Southfield firm. Steady work back ground. Typing 60. Telex experience helpful. benefits. $11,000. fee paid

DIRECTOR - of Programming, proven administrative and supervisory experience, familiarity with computer systems and terminology essential. $18,000. fee paid

LOIS RAY
PERSONNEL
559-0560

INTERESTING POSITION
Diversified duties in new Troy location. Shorthand, typing, general office skills required. Girl Friday duties for executives. Major medical plus good salary to right person. Send Resume to Box 326, Observer & Eccentric Newspapers, 36251 Schoolcraft, Livonia, Michigan 48150.

SWITCHBOARD-CASHIER - experience helpful but not essential. Medium size dealership. Southfield area. Send resume to: P.O. Box 286, Plymouth, Michigan 48170

ACCOUNTING CLERK
Farmington area company seeks an experienced person to work in the accounts payable dept. Experience in Accounts Payable required. 477-6046

BOOKKEEPER
Full charge bookkeeper thru general ledger trial balance with knowledge of accrual system Competitive salary and benefit program. Send resume to director, Human Resource Center, 26980 Berg Rd. Southfield, Mich 48034.

VARIETY TO $700
FEE PAID. Tired of just typing all day? Well, this friendly suburban company will offer you lots more. Good typing and an eagerness to learn new things is all you'll need.
LIVONIA FEE PAID
Looking for part time work close to home? Nice company needs you for general office work.
TOWN & COUNTRY
EMPLOYMENT CENTER
474-1717

INVENTORY CONTROL
Clerk for parts department of heavy construction and road equipment firm. Also requires typing, telex and some shorthand or speed writing. Miller Equipment Co. of Detroit Inc. 32900 Plymouth Rd. Livonia, Mich 48151. 421-2600
An Equal Opportunity Employer

FULL TIME SWITCHBOARD RECEPTIONIST GOOD PHONE MANNER, NO EXPERIENCE NECESSARY. 13 MILE, ORCHARD LAKE ROAD CALL MRS. PARDONNET 851-1900

PART TIME Secretary, typing, organizational skills Church Religious Education Program. Call 646-2211

TYPIST - full or part time - needed by Rochester CPA Firm. For computer input. Must enjoy heavy typing. Some 10 key adding machine experience preferred. Please call Connie. 651-6055

FURNITURE Store needs General Office girl. Days or evenings full time. Excellent pay and benefits. Must have common sense and be good with figures. Call Fran 421-8700

504 Help Wanted Office-Clerical

EMPLOYEE BENEFIT SECRETARY

Large Macomb County Manufacturing Company is seeking an individual experienced in Blue Cross, Insurance Reporting and Administration. Familiar with Workers Compensation and OSHA Helpful. Excellent salary and fringe benefits Good Typing skills Send Resume of Letter outlining experience io

Personnel Manager
F. JOS. LAMB CO.
5663 E. 9 MILE RD
WARREN, MICHIGAN 48091

BOOKKEEPERS
PERMANENT • TEMPORARY
WIN TWO WAYS
Your needs can be matched with a challenging and responsible opportunity with our many clients. Get satisfaction from accomplishing a special project or meeting your long range goals. Company always pays the fee. Call NOW.
557-8366
17515 West Nine Mile Road
Southfield, Michigan 48075
ROBERT HALF PERSONNEL AGENCIES accountemps, THE OTHER HALF

502 Help Wanted Dental-Medical

AIDES
& ORDERLIES
Immediate openings, all shifts, full and part time. Highest pay in the area. Paid training program with certificate upon completion. Consideration for experience. Babysitting service available during day shift. Good benefit package, including dental. Apply in person, Mon. - Fri., 9-5 P.M.
BEVERLY MANOR
CONVALESCENT CENTER
24500 Meadowbrook Rd., Novi

NURSE AIDS
5 DAY PAID TRAINING CLASS
Immediate openings, full time, all shifts. Apply in person only. No phone inquiries accepted. INTERVIEWS, Monday thru Friday, 10 a.m. - 3 p.m.
DORVIN CONVALESCENT CENTER
29270 Morlock, Livonia
(On Middlebelt, one block South of 8-Mile)

502 Help Wanted Dental-Medical

NURSE AIDS
Training classes beginning Monday, November 13. No experience necessary. Be paid while you train. Mature, responsible applicants desired. Apply in person, only.
UNIVERSITY CONVALESCENT
&
NURSING CENTER
A Health Savings Services Facility
28550 Five Mile, Livonia
(Located between Inkster and Middlebelt Roads)
An Equal Opportunity Employer M/F

RN
FULL or PART TIME
MIDNIGHT SHIFT
Great salary and benefits. Start $51 per shift increase after 60 days. Educational benefits at local colleges and Universities of your choice. Health Care package, Pension Fund, plus many other great benefits. Apply in person or call for appointment, Mr. Spiro. 427-8270
UNIVERSITY CONVALESCENT
&
NURSING CENTER
28550 Five Mile, Livonia
(Located between Inkster and Middlebelt Roads)
An Equal Opportunity Employer M/F
A Health Saving Services Facility

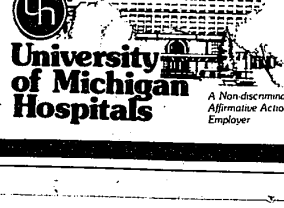
NURSING PROFESSIONALS
CARE ABOUT YOURSELF . . .
. . . LOOK TO U OF M
CONTINGENCY STAFF NURSING
As a Nurse and an individual with other important commitments—to school, family, or other personal/professional endeavors—you owe it to yourself to take advantage of our unique Contingency Staff Nurse Program. It allows you to keep pace with the latest medical and nursing advances as they happen, on your own schedule, so when you're ready to return to a permanent full time nursing career you'll be right in step and able to choose the most rewarding career path.

Our program is open to all RNs possessing a current Michigan license. One year work experience is preferred.

- Choose Your Schedule, Full OR Part Time
- Variety of Assignments to Expand Your Nursing Skills
- Excellent Salary and Fringe Benefits
- Continuity of Working in One, Highly Respected Institution

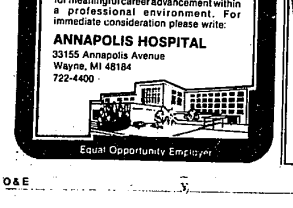
FOR COMPLETE INFORMATION CALL
OR FORWARD LETTER TO:

Nurse Recruitment
University of Michigan Hospitals
3280 HFPB Box 46
Ann Arbor, Michigan 48109



University of Michigan Hospitals
A Non-discriminatory Affirmative Action Employer

Annapolis Hospital, a member of People's Community Hospital Authority and one of Wayne County's most progressive health care facilities is currently seeking:
REGISTERED NURSES
Full time and part time positions available on our afternoon and midnight shifts for Nurses with a degree from an accredited School of Nursing. To qualify, you must be licensed by the State of Michigan.
In addition to an excellent commensurate salary and benefits program, Annapolis Hospital offers outstanding opportunities for meaningful career advancement within a professional environment. For immediate consideration please write:
ANNAPOLIS HOSPITAL
33155 Annapolis Avenue
Wayne, MI 48184
722-4400



Equal Opportunity Employer

O&E