

**Help Wanted
Office-Clerical**

**SECRETARY \$900 PLUS
PAID.** Plus advertising company
fantastic career opportunity. Ex-
tent benefits.

Snelling & Soelling
336-7400

SECRETARY wanted for advertising
good typing, shorthand a plus,
& benefits negotiable. Southfield
352-8770

SECRETARY - Word processing expe-
rience preferred but not essential, typ-
ing 5 WPM, dictaphone, attention to
essential. Hours 10 AM-6 PM.
commensurate with experience.

THFIELD, BRET energetic girl
for busy expanding office in
field. 60 WPM typing. Dicta-
tion light bookkeeping. Immediate
opening for experienced person with
skills. Call 9am-5pm. 355-1050

THFIELD law firm seeking experi-
enced, full time legal secretary. 353-4508

THFIELD office, full time position
available for person with mature attitud-
e typing, invoicing, overseeing
sales & phones. Good verbal communi-
cations. Please call 353-5670

THFIELD, Secretary/Receptionist
day office. Must be able to type,
overhead and do light bookkeeping.
40 hrs. Mod thru Thurs.
Craig Jackson, 358-3410

SUMMERS OFF
 field dance studio needs your
 typing and people skills to keep
 it running smoothly. \$4.50 per
 part time and **SUMMERS OFF**
 PAY!! Phone Janna at 642-3050.
 said.

**PERMANENT
 STAFF**

ingham 642-3050

TYPIST
 time position, excellent pay and
 sts, call Barbara 353-9093

**ST - full time. Experienced one
 mail CPA firm. General office
 receptionist. Excellent salary.
 western Hwy. and 12 Mile area.
 Mrs. Ruth 356-3177**

TYPIST RECEPTIONIST
Easy New Hudson Manufacturer, 2
experience necessary. Excellent
+ phone skills required. Dicta-
experience + plus. Modest Sal-
systems. \$6495. Grand River,
Milford Road 437-8167

ST - with some general office ex-
perience. Westland area, accounting
call for appt. 721-4720

TYPIST \$125 PER MONTH
includes tuition reimbursement!
Selling & Selling
336-7499

UNDERWRITER TRAINEE
preferred. Accurate typing, ex-
cellent figure aptitude. Will learn rat-
ing. Start Salary. Full paid Bene-
fit including dental. Fee Paid.

KEYPUNCH

Equipment preferred. Salary \$4-\$5
depending on experience. Full-
benefits including Dental.
aid.

FINANCIAL SECRETARY
Southfield
shorthand and typing. Financial
rents, contracts, accounting rela-
tance, \$13,600 range. Paid ben-
eefit Paid.

TY HAMIL PERSONNEL
424-8470

Help Wanted
Food-Beverage

AFTERNOONS
nights, full or part time Waitresses. We're looking for 3 clean, young women. The tips are very especially this time of year. See Dan or Darlene at the new Restaurant in Northern Ann Arbor 8759 Plymouth Rd., just 1/2 mile W. I-75-23. 863-1664

MAIDS & COCKTAIL Waitresses
part time, experienced only. In person at: The New Trend Club, 38418 Ford Rd, Westland, PM.

BARTENDER
n available at the Birmingham Club. Evening shift, good pay & a call 866-5550

WAITERS - Part time, must be 18
years preferred, will train if necessary. Addison Oaks Conference Cen-

COOKS
FULL & PART TIME
DAYS, EVENINGS
LATE NIGHTS
18 years old & over
Good pay & benefits
Apply in person

DENNY'S
9500 Ann Arbor Rd.
Plymouth
1 blk. E. of I-275

SECRETARY ●
Company, headquar-
seeking an accom-
with strong typing
il Senior Secretarial
t be personable and
level management.
and initiative are ex-
ary with a compreh-
challenging opportu-
with industry.
t:

sh
00
confidence.
EMPLOYER, M/F

IE
S
IES

be interview-

for part-time
full-time posi-
tions and clerks.
We offer good
working condi-
tions you to earn
and visit our
Eastland Cen-
terium, Thurs-
day, 10:00 a.m. and
afternoon.
Employer M/F
helped
BANK

ROIT

ty Employer
ndicapped