502 Help Wanted Dental-Medical

FARMINGTON AREA - Family doctor seeks full time, experienced insurance secretary/receptionist. Pegboard, bookkeeping and good telephone personality essential. Must bill Blue Cross/Blue Shield, Medicare & other insurances. Must be flexible. References required. Submit handwritten resume with references & salary expense to Box 334, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

HOME HEALTH AIDES NEEDED
Full & part time. Must have certificate from home health aide training program. Experience required. Qualified aide call between 10-4 PM. 353-0266

L.P.N.
For West Dearborn M.D's office
342-2228

PART TIME Medical Assistant
Will train to assist doctor. Downtown Farmington. Call 476-3850

MEDICAL ASSISTANT
for Northland internist.
Part time only.
Call 9 to 5 PM 569-0789

MEDICAL ASSISTANT
Experienced, with thorough knowledge in insurance billing. Salary open. Garden City area 427-4602

MEDICAL ASSISTANT
For Southfield area
Call 352-4860

MEDICAL ASSISTANT - 2 to 3 Yrs experience. Venipuncture, injections. Full time, no weekends. EMT office, Southfield area. Send resumes to Box 4307, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

MEDICAL ASSISTANT Receptionist. Excellent position if you don't mind working in Detroit and like variety. Call New Grace Hospital. Typing required. Give full details and reply to Box 248, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

MEDICAL ASST or LPN to work 2 days a week in OB GYN office. Must be experienced and have knowledge of Medicaid and Blue Cross billing. Must be willing to assist doctor with pregnancy terminations. Blue Cross benefits available 538-0777

MEDICAL RECEPTIONIST needed for Troy physician. Experience in pegboard, insurance, etc. Part time afternoons. Call 435-1259

MEDICAL RECEPTIONIST
Part time - 20 - 25 hours. With insurance knowledge. Hours are Call between 8am - 2pm. Fri. Ask for Jim 435-5225

MEDICAL SECRETARY, full time, degree preferred, must enjoy patient contact & working with insurance forms. excellent typing skills 851-4555

MEDICAL transcriptional & medical record reader positions available. Work in your home or in office 2 Yrs hospital experience and typing with 60, 10K. HP required. Call 10 to 5 549-6558

NEEDED IMMEDIATELY Home Health Aide with 1 year experience in hospital or nursing home. 3 to 5 days, to live in private home. Call 613-6311

NURSES AIDES
Wanted for part and full time employment and live-in positions. Must have at least 1 year recent experience in hospital, nursing home, or home health agency. Qualified one will be trained. 553-0264

NURSES AIDE with experience for live in situation. Retired lady recuperating from surgery. Farmington Hills area. Call days 476-9100

OFFICE MANAGER
Mature individual to handle business office for 4 pediatricians
477-1137

OPHTHAMALIC TECHNICIAN, experienced only, mature pleasant woman to work in busy ophthamologist's office, must be able to retract & work up patients. Southfield area. Call Barbara 948-2390

PEDIATRICIAN seeking mature, medical assistant with 3-5 years experience, certified or eligible with current references, able to do xrays, venipuncture, EKG and injections. Reply Box 230, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

502 Help Wanted Dental-Medical

OPTOMETRIC RECEPTIONIST
Assistant, part time, progressive modern office needs person to schedule appointments, initiate patient's charts, file, light typing. In Livonia. Apply with introductory letter and resume to box 7215 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

ORTHODONTIC ASSISTANT
Experience necessary to work part time, 20 hours per week in a Livonia Orthodontist Specialty Practice. Congenial atmosphere with excellent working conditions 425-2060

PART TIME
RN or LPN for midnight shift.
RN to start - $9.25 per hour
LPN to start - $7.75 per hour.
Apply Dorvin Convalescent Center, Middlebelt, 1 block S. of 8 Mile, Livonia

PART TIME X-Ray Technician for busy doctors office. North Woodward area. Afternoons. Call before 3 30pm. 343-2340

Physical Therapist
Be One of Our Most Important Changes

The growth of our Physical Therapy Department involves more than technological advancement. At Saint John Hospital, we are in a period of major expansion that includes bringing in new staff members who, like you, want to see their career goals unfold into professional achievements.

This full time opportunity requires a licensed Physical Therapist interested in basing your professional development on the challenge of a varied case load. Experience is preferred, but not mandatory.

You'll receive a generous salary based on experience and excellent benefits. If you would like to be an important member of a cooperative health care team, please call our Personnel Services at (313) 343-3940

Saint John Hospital
22101 Moross Road
Detroit, Michigan 48236
An Equal Opportunity Employer

RECEPTIONIST
Orthodontist office, Birmingham Business experience & typing required. Flexible hours. Full time position. Call between 9AM-10AM 644-3400

REGISTERED NURSES
Apply in person 9-5 at:
MEDICO'S
RECOVERY CARE CENTER
22355 W. 8 Mile Rd.
3 blocks W. of Lahser

RN & LPN
All shifts needed in home, hospital & nursing home. Flexible schedule.
PRIVATE DUTY REGISTRY
OAKLAND DISTRICT
NURSES ASSOC
559-0373

RN LPN
96 bed basic skilled private pay home in residential area seeking full time RN with nursing home experience for patient care coordinator. Also part time RN for relief charge position. LPNs needed for afternoon and midnight relief charge nurses. Apply Alexander Convalescent Home, 718 W. Fourth Street, Royal Oak 543-0571

TYPIST in Medical office Bingham Farms area. Must be expert in typing, punctuation, spelling and grammar skills 646-2846

VERSATILE DENTAL ASSISTANT
needed for specialists to work in both Troy & Clarkston offices. Chairside & front desk experience desired. Call Tues & Fri 625-7281

502 Help Wanted Dental-Medical

RN'S
• Guaranteed Income
• Competitive Salary,
Health Insurance
• Professional Support
• Convenient Office Location

Concern for your personal & professional growth is one reason why we're #1 with nurses

Health Care Professionals
PRO CARE ONE, INC

Madison Hts.	541-5544
Livonia	522-5753
Southfield	569-4400
Ann Arbor	761-1144

RN'S
LPN'S
Afternoons or Midnights
Good nursing salary, weekend differential plus excellent benefits including holiday pay, vacation pay, sick days, Blue Cross, flexible scheduling. For more information call Elise Lindon R.N., Director of Nurses 477-7100

504 Help Wanted Office-Clerical

ACCOUNTANT-BOOKKEEPER
for young property management division of Southfield development firm. Full charge of multiple books. Needs to be organized and independent. Please send resume, and salary required, to Box 244, Observer & Eccentric Newspapers 36251 Schoolcraft Rd., Livonia, Michigan 48150

ACCOUNTING Background, computer experience helpful, to assist accountant. Local suburban company. Temporary position to start immediately. Send resume with full particulars and salary desired to Box 272, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

ADMINISTRATIVE ASSISTANT to Provost. Responsible to the Provost of Southeast campus for the operation of the office in an efficient & effective manner. Qualifications: High school graduation plus business school or executive secretarial training. Minimum of 3 years executive or administrative secretarial experience, 60 wpm typing, 100 wpm shorthand, excellent oral and written communication skills are essential. Salary Between $494-$827 bi-weekly depending on qualifications and experience. Full fringe benefits. Applications accepted thru April 14, 1983. Apply in person or send cover letter and resume to Personnel Department, Oakland Community College, 2480 Opdyke Rd., P.O. Box 812, Bloomfield Hills, MI 48013
An Equal Opportunity Employer

BIRMINGHAM TITLE COMPANY
Needs experienced Title Insurance Typist. Contact Bill Green 540-1433

LOOKING FOR full time Bookkeeper, preferably with real estate experience. Send resume to 17820 Farmington Rd., Livonia, MI 48152

BOOKKEEPER - full charge thru trial balance for retail operation in Birmingham area. Reply to box 8260 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

BOOKKEEPER NEEDED for business in Plymouth. Part time. Experience necessary. Send resume to 443 Amelia St., Plymouth, MI 48170

BOOKKEEPER
Permanent/Part-time
Full charge, 3 days a week. Southfield area. Mr. Hutchison 10-12AM 968-4440

BOOKKEEPER-SECRETARY
Reliable individual needed with knowledge of bookkeeping thru general ledger. Should have CRT, monthly bank reconciliation experience and good math aptitude. Accurate typing required. Excellent growth potential. Southfield location. Call between 8 and 5 356-3100, Ext. 221
An Equal Opportunity Employer

504 Help Wanted Office-Clerical

BOOKKEEPER - small firm in Southfield needs full time bookkeeper. Some experience necessary, non-smoker only. Call 10am-1pm only. 557-3558

BOOKKEEPER with insurance background, Birmingham. Send resume and letter of introduction to P O Box 870, Birmingham, MI 48012

BOOKKEEPING, payroll, & misc. typing - experienced only. 3 days to start with 5 in the near future. Car necessary. Apply at 850 York St., Plymouth, 453-7700

CLERK-TYPIST, light bookkeeping, experienced only. Includes some public relations every other weekend, total 40 hours. Apply between 1 & 3 PM. Tues thru Thurs., Innsbrook Apartments, 38800 Innsbrook, Northville. No phone calls please

COMPUTER WORK
Call immediately 348-1811
Employment News Inc
23177 Greenfield

DATA ENTRY OPERATOR
Entry level position available for person with math and general office skills. CRT experience helpful but not required. Send resume to Novi Post Office, P.O. Box 307, Novi, MI 48050 Attn: E.D.P. Manager.

DENTAL ASSISTANT and Receptionist, both part-time. Mature, serious woman, non-smoker, must like children. Livonia area. Send resumes to Box 4246, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

DETROIT COMPANY needs collection person with experience handling a large volume of accounts. Experience with telephone to accomplish collection is required. Competitive salary with good fringe benefits. Reply to Box 232 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150
An Equal Opportunity Employer

EXECUTIVE SECRETARY
We are looking for a professional secretary to work for two vice presidents. The successful applicant will be someone who likes to work independently, can assume responsibility, has good typing and shorthand skills and enjoys working with numbers. We offer paid vacation, excellent benefits, good salary and benefits. If interested please send resume to Martha Hickey, Mack Valves Inc., 30949 Beck Road, Wixom, MI 48096

EXECUTIVE SECRETARY
Need take charge individual. Autonomous position. Must have good typing, shorthand required. Excellent north west location. Please respond to Box 263 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

EXECUTIVE SECRETARY
Are you in a mundane job with no opportunity to grow personally, professionally or financially? We are a Farmington Hills sales organization seeking a self-starter with good secretarial, organizational & inter-personal skills. This is a new position caused by our 28 yrs of continuous growth. We offer an excellent fringe benefit package, especially meaningful to career employees. Starting salary range is $12-$15K. Send resume with salary history to Personnel Manager, PO Box 1606, Farmington Hills, Mich 48018

FHA, VA & FNMA
MORTGAGE PROCESSOR WANTED
2 years experience minimum. Must have experience worked in a mortgage company. Hours 3 30PM-9 30PM. Call Don VanAskin at 259-0400

GENERAL CLERK
PART TIME
A progressive insurance company has openings for part time file clerk (experience preferred) and part time typist.

In return we offer excellent salary with regular merit increases and part time bonus program.

Please contact Janet Cook
CNA INSURANCE
30200 Telegraph, suite 300
Birmingham, MI 48010
645-6940

504 Help Wanted Office-Clerical

GENERAL OFFICE
Typing, filing, phone, etc.
349-1818

GENERAL OFFICE, part time, 8-3pm Monday thru Friday. Mature with Experience in typing, bookkeeping, and phone. Light shipping. Send resume to Box 230 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

GENERAL OFFICE
Farmington Hills Office needs full time person with good math skills, experience on 10 key, some typing ability & pleasant phone manner. $5 35 hour Apply in person between 9 AM-4 PM at 20783 Grand River, Suite 104

GENERAL OFFICE
Challenging entry level position available in Southfield. Typing 35 WPM. Detail work and good organizational skills. Call for appointment. 353-3209

GENRAL OFFICE: bookkeeping, filing, typing for Farmington Hills Computer Firm. Send resumes to 28900 Middlebelt Rd St. 248, Farmington Hills Mich 48018

INSURANCE SECRETARY
24 months minimum experience in Personal Lines Farmington, 474-0293

LANIER
WORD PROCESSOR
We have an immediate, temporary position available for an experienced operator. If you have the skills - we have the job. For an immediate appt. call.
MANPOWER
TEMPORARY SERVICES
478-1130

LAW OFFICE needs smart responsible receptionist. Permanent 3 days a week. $10 a day. Must have good typing skills 352-4855

LEGAL SECRETARIES
Experienced legal secretaries needed for permanent & temporary assignments in the metro & suburban areas. Call now and put your resume to work.
ALL FEES EMPLOYER PAID
JOANNE MANSFIELD LEGAL PERSONNEL
TOP OF TROY
755 W. Big Beaver, Suite 209
Troy, MI 48084
362-3430

LEGAL SECRETARIES
AT HILLSTROM & ROSS

Our reputation avails us to the most prestigious law firms in the area. Our 25 years experience can help find the position for which you are best qualified, either temporary or permanent. Fee to employer paid. Call today:
HILLSTROM & ROSS AGENCY
626-8188

LEGAL SECRETARY, experienced, Southfield area. Send resume, salary requirements to box 218, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

LEGAL SECRETARY - American Center, Southfield law firm. Part time, minimum 6 hours. Litigation & word processing experience preferred. 353-7350

LEGAL SECRETARY
Experienced, shorthand a must. Hours 9am-3pm. 5 or 5 days per week. Northfield Town Center 356-3932

LEGAL SECRETARY
for Plymouth law firm specializing in wills and probate. Send resume to Box 1000, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

LEGAL SECRETARY for Southfield defense firm. 2-5 years litigation experience required. Word Processing helpful. Typing 70+. Send resume to Office Manager, 315 American Center Bldg., Southfield, MI 48034

LEGAL SECRETARY for Southfield law firm, real estate, commercial litigation, negligence & domestic relations experience preferred. Please send resume to Box 278, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

LEGAL SECRETARY - With 2 years minimum experience needed for fast paced Southfield office. Excellent typing, dictaphone and some shorthand. Experience on IBM display writer preferred or will train. Excellent benefits, salary commensurate with abilities. Call Sir Tempkins. 355-1122

LEGAL SECRETARY
$16,000
A special position for a special person. This is perfect for a well experienced legal secretary who likes to be part of the team. Personal injury litigation experience preferred. Call 353-2900 after 12pm or send resume to
SNELLING & SNELLING
26500 Northwestern Hwy. No. 306
Southfield, MI 48076

LEGAL STENO - $300 WEEK
1 man law office. No legal experience needed. Response to W. Muller, 19675 W. 10 Mile, Suite 203, Southfield, 48075

LITTLE - or no experience required for file clerk position in prestigious Birmingham law firm. Average typing. Salary $600 to $650 good benefits and fee paid

SECRETARY - for small sales office in Southfield. Good typing required for this very pleasant, low keyed office environment. No shorthand. Must be self motivated. Salary $12 000 to $13 000 plus benefits. Fee paid
ADAMS & MARTIN PERSONNEL
1100 N. Woodward Birmingham
646-5600

NEEDED NOW
TOP NOTCH SKILLS!
• Secretary •
WITH SOME KNOWLEDGE (Telephone)
• Word Processors •
• Stat Typists •
Don't let your skills get rusty! If you're an experienced Secretary or Word Processor and type at least 50 wpm plus shorthand 60 wpm plus

KELLY SERVICES NEEDS YOU NOW!
Call the office nearest you for an appointment. Monday thru Friday, between 9 am - 3 pm

Bloomfield Center	258-1800
Ann Arbor	973-2300
Berkley	398-7800
Bloomfield Hills	642-9610
Brighton	227-2028
Dearborn	271-5300
E. Detroit	778-8100
Eastland Village	558-5300
Livonia	522-4020
Mt. Clemens	792-5400
Troy	362-1180
Warren	573-4200
Birmingham	644-2150

KELLY SERVICES
The Kelly Girl · People
Not an agency, never a fee
Equal Opportunity Employer M/F/H

OFFICE WORK TRAINEE
Call immediately 348-1811
Employment News Inc
23177 Greenfield

PART TIME Accounting Clerical 2 people needed 2-4 days a week to perform CRT data entry & or accounting clerical duties. Must have hands on CRT experience. Experience in accounts payable or cash application helpful. Send replies to Box 231 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150
An Equal Opportunity Employer

504 Help Wanted Office-Clerical

PROFESSIONAL SECRETARY

Two fast paced professionals need a perfectionistic Secretary with excellent shorthand & typing skills. Experienced in taking meeting minutes necessary. Generous salary and benefits. If you enjoy dealing with top management & know that you are better than most. Executive Secretaries please send confidential salary and benefits to Mr. Collins, P O Box 491, Southfield, MI 48037

An Equal Opportunity Employer

RECEPTIONIST. Full time, hair salon. Mature outgoing individual with experience. Apply 21017 Farmington Rd Farmington Hills

RECEPTIONIST for busy medium size law firm in Troy. Intelligent, neat professional image 649-2260

RECEPTIONIST-BOOKKEEPER
for office in Southfield. Experienced only, need apply 557-3700

RECEPTIONIST SECRETARY
Experienced
Good skills & appearance
Southfield firm 557-2214

RECEPTIONIST TYPIST
For manufacturers rep firm in Troy. Experience required. Accurate typist, excellent speller 649-3353

RECEPTIONIST for dool manufacturing company. Good telephone voice, neat appearance. Apply in person House of Security, 110 Victor, Highland Park

RECEPTIONIST
Southfield Law Firm needs full-time Receptionist who is poised, articulate, enthusiastic & has neat & professional appearance. 30 WPM. 12 Mile & Southfield Send resume to Office Manager, 30215 Southfield Rd., Suite 115, Southfield, Mi 48076

RECEPTIONIST
For fast growing computer company. To perform standard Secretary duties to support a district office. Heavy telephone. Requires excellent communications & typing skills. Send resumes only to Attention Nancy Scott, Intel Corp., 26500 Northwestern Hwy., Suite 401, Southfield, MI 48075 (No Phone Calls)

SECRETARIAL POSITIONS
AVAILABLE NOW
Full time part time
Call now 569-8673

SECRETARIES - 60 to 65WPM for fast paced this Park company. These positions to go permanent in the near future

BIRMINGHAM office of large national corporation needs enthusiastic positive people who enjoy telephone work. Positions can lead to management & career growth

RECEPTIONIST - with Horizon Information switchboard experience. Light typing a plus

NO FEE
UNIFORCE
TEMPORARY SERVICES
1000 S. Woodward Birmingham
646-7660

SECRETARY BOOKKEEPER
GENERAL OFFICE ETC
New position for 2 people office of growing U.S. Department of multi national company. Must be able to assume responsibility for office management by Sept. At least 4 years of practical experience required. 3 year of business college a plus. Successful candidate will be an energetic, self starter with good organizational & interpersonal skills. Pleasant & mature attitude necessary. Able to work with little supervision. Good typing, bookkeeping & transcription skills a must. Send resume stating qualifications & salary requirements to Box 2222, Livonia, Mi 48150

SECRETARY TYPIST
for Troy film production company
879-5515

SECRETARY. Part time for Southfield office. Mature person with good skills and word processing experience. Call Judy 352-2932

504 Help Wanted Office-Clerical

SECRETARY for 1 person office in Southfield. Typing light shorthand good with figures, real estate experience helpful. 3 days, 9 30am-4 30pm. $4 25 per week 352-8150

SECRETARY
For small office in Troy. Part time, 4 days per week, 9 AM-5 PM. $4 50 per hour. Call Denise at 362-8100

SECRETARY FOR psychiatrists office, excellent typing skills required. Send resume to 30195 Telegraph Rd. Ste 107, Birmingham, Mich 48010

SECRETARY GENERAL OFFICE
Birmingham Manufacturers Rep. Co. needs part-time Assistant. Must have typing, dictating & organizational skills 642-2044

SECRETARY
Manufacturers agents in Northwestern and Ten Mile needs experienced secretary, with good shorthand, typing and telephone skills. Starting salary negotiable, plus Blue Cross, profit sharing & pension plan. Send resume to Box 216, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

SECRETARY NEEDED for Southfield Law Firm. No legal experience necessary. Excellent typing & English skills. Hours. Send resume to Box 242, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

SECRETARY Needed. Sharp personable, resourceful. Typing minimum 55 WPM. Answering phones. Light bookkeeping. Marketing background helpful. Bloomfield Area. Call Ms. Weed at Dwight Technology Inc 540-1840

SECRETARY part time for Detroit Industrial Laundry. Will be assigned to marketing department. Duties will include general secretarial & phone work. Preference given to applicants with laundry & of marketing experience. Please reply to box 248 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

SECRETARY - PART TIME
Interesting position in Life Insurance. Terrian Underwriting Firm. Excellent shorthand & typing skills required. Word processing experience helpful. Student OK
Southfield 353-3760

SECRETARY RECEPTIONIST
Northville Farm has part time position available. Experience required. Send resume only to Box 218 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

SECRETARY - RECEPTIONIST
to work in a corporate Administrative office of a busy health care corporation. 70wpm dictaphone experience necessary. Must be able to greet clients in a professional manner & have professional appearance. Salary commensurate with experience. Apply at corporate office, Care Centers of Mich. 23900 Orchard Lake Rd. Farmington, 2nd Floor, or call for further information 477-7210

SECRETARY RECEPTIONIST for diversified Birmingham real estate office. Commercial real estate, word processing experience helpful. Typing shorthand. Salary commensurate with experience 644-8275

TELLER
Part time position is open at our office located in Rochester on Adams at Walton Blvd. Position offers public contact with excellent working conditions and competitive salary and benefits. Candidates must have a good math aptitude and light typing ability. Part time position requires full days of work Mon & Fri and will be discussed. Apply in person 10 3 PM

FIRST FEDERAL OF MICHIGAN
44 N. Adams, Rochester
An Equal Opportunity Employer

TYPIST - Requirements are 70 WPM excellent skills in composition, spelling, punctuation & layout. Prefer Lanier Share System II experience. Full range of employee benefits. N.W. Suburbs. Send resume to Box 290, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

504 Help Wanted Office-Clerical

TELLER
Part time position in open at our office located in Lathrup Village in Southfield and 11 Mile - Mint! Position offers public contact with excellent working conditions and competitive salary and benefits. Candidates must have a good math aptitude and light typing ability. Part time position requires full days of work Mon & Fri. Apply in person at
FIRST FEDERAL OF MICHIGAN
27777 Southfield
Lathrup Village
An Equal Opportunity Employer

TYPIST Receptionist - part time, 6 to 10 hours week. Experience preferred Livonia area 525-6750

TYPIST
Southfield Law Firm. Excellent skills required. Full time. No experience necessary. Will train. 352-4160

WE ARE LOOKING for experienced Secretaries. Typists & Accounting Clerks to work on a full or part time basis. Vacations leaves etc. until a permanent opening occurs. This is your opportunity to join the health care field

For more information call or apply in person Michigan Osteopathic Medical Service, 2410 Second Ave. Detroit 874-9157

WE NEED GOOD QUALIFIED HELP IN THE FOLLOWING SKILLS:
Typists (65 WPM)
Shorthand - Dictaphone
Switchboard
(Especially Dimension)
Word Processing
If you are interested in a temporary position please call one of our offices for an immediate appt. Registered Manpower Temporaries interested in working in the Southfield - Birmingham area should call the Livonia office
MANPOWER
TEMPORARY SERVICES

Livonia	478-1130
Troy	585-5595
Detroit	965-7000

505 Help Wanted Food-Beverage

BARMAID/Bartender
WAITRESS Waiter
Apply after 6 30pm at Billy's Bar, 401 N. Telegraph, Bloomfield Hills.

BAR PERSONNEL & Kitchen Help
Experience needed. Apply in person Rugers Saloon, 25231 Telegraph Southfield 353-2030

BUS HELP
Experienced. Apply in person 2-4pm Tues thru Sat. (Paychecks) Restaurant 154 S. Hunter, Birmingham

BUSY SUBURBAN bar & restaurant, experienced only. Day shift only. 4 and persons banquet helpers & night cooks. Send resume to 13442 Hamtramck, Detroit Mi 48212

COOK, DISHWASHERS & Salad Prep. Experienced only at Midtown Deli 120 S. Woodward, Birmingham between 2PM-3PM

COOK - SHORT ORDER
Host Hostess & Waitpersons
Experienced in some Mexican cooking. Farmington area restaurant 855-2600

COOKS - LINE FRY & BROILERS
Full & part time. Apply Mon thru Wed between 2-4pm. Bentleys Tavern 2155 Woodward, Bloomfield Hills. Opportunity available soon at Bentleys

COOK - 4 days a week
Apply in person
Washington Wok Manor
520 W. Main St., Northville

504 Help Wanted Office-Clerical

PROFESSIONAL SECRETARY
Bookkeeping, Typing, Phone
Call Mrs. Ann 557-3700

RECEPTIONIST
Typing, Phone
Call Mrs. Ann 557-3700

SECRETARY
Typing, Phone
Call Mrs. Ann 557-3700

SECRETARY
Typing, Phone
Call Mrs. Ann 557-3700

505 Help Wanted Food-Beverage

EXPERIENCED WAIT PERSONS
Apply at Coopers Arms
306 Main St., Rochester
651-2166

KITCHEN HELP
experienced, would prefer culinary school background 851-0063

LOUNGE MANAGER
Scandale Lounge requires a lounge manager. Evening hours. Live entertainment. Experienced only. Send resume to Hamada Hotel, 28225 Telegraph Road, Southfield MI 48034
An Equal Opportunity Employer

LUNCHEON
WAITRESS/WAITER
& HOSTESS/HOST
No experience necessary - we will train. Must be neat, well groomed and enjoy meeting people. Apply Mon thru Fri 2-5 PM. Previous applicants need not apply.
FAMILY BUGGY RESTAURANT
W. McNichols & Evergreen

NOW ACCEPTING APPLICATIONS for all positions. Please apply in person Mon. thru Thurs. 2 Hour Brownie's at Greenfield & 13 Mile
An Equal Opportunity Employer

PIZZA CHEF
Must be experienced
318-1666

PIZZA DELIVERY
Heated area
474 9157
350-1844

RESTAURANT MGT.
Sybra Inc. One of the nations largest franchisees of Arby's Roast Beef Restaurants has immediate openings in its Mgt Training Program. These opportunities exist due to planned expansion in the Dearborn - Redford - Southfield - Livonia & Westland areas. We seek highly, intelligent individuals with restaurant experience & some college education. Previous mgt experience is a plus. For further information regarding these entry level mgt positions please Call Dave Crimmins
Sybra Inc. 1-744-4030

SALAD PERSON - wanted for nights must be experienced and clean. Apply in person Farmington Elks 23666 Richard Lake Rd near 10 Mile

SHORT ORDER COOK
Experienced. Apply in person 341 S. Wayne Rd Westland

SHORT ORDER COOKS
Also Waiter Waitress. Apply in person 31 W. Michigan Westland Grill, 34617 Joy Rd Westland

TWO RETIRED COUPLES to operate food service in Farmington Hills. Excellent opportunity to supplement income. Absolutely no investment required. Mr Tuco 424-3719 or Mr Shown 547 3617

VFW CLUB LOUNGE 3885 Bartenders & Barmaids wanted. Experience preferred but will train. Apply in person 9-11 am. 2-4 pm. ask for George 455-9894

WAITER WAITRESS
Part time nights. Liquor experience necessary. Apply in person after 2PM Mama Mia 22700 Plymouth Livonia

WAITER WAITRESSES, Cashier & Cooks. Experience preferred. Apply in person after 2pm Hazel Basket Deli 4728 Orchard Lake (West Bloomfield Plaza) at Maple

WAIT PERSONS must be experienced. Food & cocktails Saratoga Tavern 42050 Grand River, Novi. Call for interview 349-7770

WAIT PERSONS Part time. Mornings
Apply at Village Pub Restaurant
28410 W. Seven Mile Livonia
476 9070

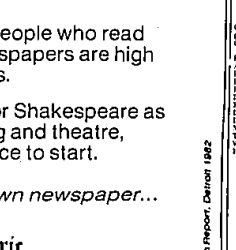
WAITRESSES WAITERS Barmaids for lunchers rush & dinner rush crew. Apply in person Mission Hills Golf Club 14830 Sheldon Rd., Plymouth 453-1077

WAITRESS WAITER wanted, experience preferred full and part time positions evening shift. Call 421-1920

506 Help Wanted Sales

A BIG DEMAND for this Service - a Profitable Business! Learn Color Counselors - the Total Look! Will train. Call after 3pm. 455-9819

Find That Special Someone In
HEART TO HEART



If you are looking for a special someone who will enrich your life, our exciting new service, "HEART TO HEART" could be a great beginning.

Here is an example of the kind of message which will appear in "HEART TO HEART"---

Young woman, 24, with interests in sports, dancing, fireside conversations, good wine, gourmet cooking, and long walks in the twilight, wishes to meet gentleman who shares similar interests. Must be between 25-30 years old. Please send photo, phone number and address to Observer & Eccentric Newspapers, 48150, BOX 0000.

We will keep your name and telephone number confidential; the box number will allow us to identify your replies.

Studies* have shown that the people who read the Observer & Eccentric Newspapers are high income, educated professionals.

So if you are into ballet, opera or Shakespeare as well as the usual dining, dancing and theatre, "HEART TO HEART" is the place to start.

Every Monday in your hometown newspaper...

Observer & Eccentric
classified ads
644-1070 Oakland County 591-0900 Wayne County 852-3222 Rochester-Avon Twp.

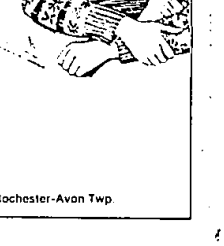
SOURCE: Scarborough Report, Detroit 1982

700+ letters sent!

The initial response to our new Monday feature, Heart to Heart was as exciting as the basis for the feature itself--people finding people through their hometown newspapers. Hundreds of people answered these advertisements.

So if you are looking for someone special we are now sure

HEART TO HEART



is a good place to start.

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