500 Help Wanted

OVERWEIGHT !!!
Wanted, 100 people to try a great product & make serious money. (Men's sizes only). Call R. Simon, 464-1299

PACKAGERS
75 NEEDED
COLLEGE
STUDENTS &
HOMEMAKERS
WELCOME
Our temporary help service needs dependable workers for Livonia & Plymouth areas to fill assignments. Day, evening & midnight operations. Must have use of car. Must be responsible & able to work 40 hours per week. Day, afternoon & midnight shifts available. Come in and see us between the hours of 8am-4pm, except 11:30-1pm.

Somebody
Sometime
Personnel Pool
17123 Farmington Rd.
(In Farmington Executive Park)
(Nr. of 6 Mile)
Livonia 525-5170

PART TIME
MANAGEMENT POSITION
For Pizza Plant. Must have 2 years in marketing & bookkeeping. Send resume & resume to: Ten Mile Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

PART TIME DELIVERY AIDE
To work in Montessori School in Walled Lake & W. Bloomfield area. College degree and experience preferred but not mandatory. Language preferred. Send resume to: Elizabeth Montessori School, 6281 W. Maple, W. Bloomfield, Michigan, 48033.

PARTY STORE CLERK WANTED
Canton Charlie's. Apply Days between 10:00-4pm: 43141 Ford Rd., Canton, Mich.

PERSONNEL
CONSULTANT
We are an employment agency with 4 offices that specializes in office clerical placements. If you have some years of office experience and are self motivated, we have an excellent opportunity for you. For more information on this fast paced challenging career with excellent earning potential, call

PERMANENT STAFF
522-4210

PERSONNEL - SERVICES department. Large Southfield firm has challenging position open for person with minimum 3 years prior personnel office management experience. Responsibilities will include employee relations, administration, purchasing, etc & supervision of staff. Room, Pick, typing, telex, etc. Excellent benefits, salary history & requirements to Box #100, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

PIPE & REFRIGERATION
Needs apprentices with minimum 2 years experience in refrigeration. Call 477-3654

PHOTOGRAPHERS
Start immediately in major department store, portrait experience preferred. Call 559-5400

PHOTOGRAPHER
Energetic well organized individual required to take photos for Auto Trader Magazine. Extensive telephone follow up a must. Economical, reliable car and 24 MM camera required.
Call 534-0781

PHOTOGRAPHER
PHOTOGRAPHY company looking for a few good people to work in Michigan Investigator Magazine. Metropolitan transportation necessary. Experience helpful though we will train right people. Pay based on production. Call between 9-11 Mon. thru Sat. 10am - 7pm. Smile Photo Inc. Attention: Mother Theresa Ayres, 8150 Coolidge Highway, Royal Oak. No phone calls.

MATURE MAN with experience in plumbing and/or heating for repair work. Hours before 4PM. Mike After 5PM. 878-1323

POWER SEWING MACHINE OPERATORS, experienced only. Apply at heavy canvas, Canvas Products, 14411 Capital, between Meyers & Wyoming

PILE SCISSORS & TWEEZERS tasters are needed for Farmington day care center. Experienced preferred. Part time part time. Call 553-7018

PRESS BRAKE OPERATOR
Experienced at set up & base print reading. Machine shop experience, short run, heavy gage, under body brackets assembly and metrimed person with some welding experience preference, steady work & benefits. Plymouth Metal Products, 453-3100 Ext. 31 Mon. thru Fri. 8-5. Ask for Mr. Hart. Apply between 8-Noon-4pm.
Metal Work Inc. 14250 Hart Rd.

PRESSER
For cleaners in Livonia. Full time, experienced. Good pay, good working conditions. 477-1111

PRESS SET UP
experienced, medium to heavy stamping. Have Ajax Press Brake & Shears, over 5000, 25 ga. or lg. to start, steady work & benefits. Call Mr. Ferguson, Triumph Area. Apply between 8:30 - 4pm at
Metal Work Inc. 12440 Hart Rd.

PRESS FEEDER
Experienced. Small metal parts supplier. Apply: E.M.C., 800 Junction, Plymouth.

PRINTING PRESSMAN
Rotary or Offset experience required. Full time. Redford area. 531-8611

PROGRAMMER/ANALYST to work on new software developments, using DBC environment. Minimum two years Data Resource & salary history to: E.M.S. Bank #123, 32500 Civic Center Dr., Southfield, MI.48075

PROGRAM AIDE
full time - afternoon shift.
No experience necessary. Call
Pam - 9pm. 348-8330

PROGRAM AIDE for developmentally disabled. Group home setting. Full time training preferred. Call after 7pm. 522-9533

PROGRAM DIRECTOR & KINDERGARTEN TEACHER
Must have degree in Early Childhood Education. Must have minimum of 3 years experience. Call Bethel Christian Nursery. Call for appointment. 729-3434

PROGRAMMER - SOUTHFIELD
System 34 - 32 Disk Drives, Multi-Tasking, Multi-Terminal, Multi-Tape, Multi-Sort. Very good benefits.

RETAIL MANAGER TRAINEES
DEARBORN, WAYNE & OAKLAND
Fortune 500 company. Salary, benefits, profit sharing. Call Mr. Ferguson
BETTY HAMIL PERSONNEL
Southfield Hwy. Village
424-8470

REDFORD TWP.
RESIDENTS ONLY
MECHANIC'S HELPER II
Redford Township is accepting applications for the place-controller position. General description: Assist with maintenance of water & sewage treatment plants, wells, and other power driven equipment. Must be familiar with hand tools. Knowledge and experience in electrical, plumbing, and other power driven equipment is the major qualification. Applicants must be Redford Twp. residents. Applications must be filed in the Civil Service Office at the Municipal Building, Mon.-Fri. 8 A.M. - 11 A.M., and 1 P.M. - 4 P.M. Closing date 6-29-84.

Complete Job description available at Redford Twp. Emergency Civil Service Commission, 11165 Beech Daly, Redford, Michigan, 48239.

An Equal Opportunity Employer

REGISTERED NURSE
Part time position at
VANDER PLOEG GIFT SHOP
Apply in Person 1-4 PM Mon. thru Fri.
Tele-Ex Plaza, Telegraph at 10 Mile
Southfield, Michigan 48075

SALES PERSON - part time for beauty products, Garden City 427-7270

SCHOOL LUNCH KITCHEN MGR.
Call 455-5440

"Type A"lunch, food ordering, inventory, supervising & in-depth cooking experience. Apply in person: Clarenceville Junior High, 35116 Middlebelt, Livonia. 473-8236

SCREEN PRINTER - do to see recent experience in the Novi area, we feel are the best. Call Mr. Ferguson at 348-7734

SEAMSTRESS DESIGNER needed immediately. For further information, call between 4-10pm. 476-4279

SEAMSTRESS - EXPERIENCED
Sewing machine operator.
Call 645-3440

SECRETARY - Great career move. Stable firm in beautiful Novi. Broad skills needed. 313-615-0900. Benefits.
Call Ms. Ferguson

SHELLING & SNELLING
Royal Oak 398-3450

SECRETARY TO $15,000
For Pub. 5-5 yrs. on job experience. Salary open. Excellent. Employment Center 11 Agency. 540-1190

SECURITY GUARD
Part time, days, is needed to work 2 nights a week but is fill in during the week at 14 Mile & Crooks. Only days off are Saturday and Sunday. Must be licensed to carry firearm. Please call 557-8337

SECURITY OFFICERS - Apply in person, Rampart Security, Mon-Fri, Hamilton Park Bldg. 31731 W. 8 Mile, at Lahser Rd. Southfield

SECURITY
Special Assignments
People Needed Now
Security officers needed for various security assignments. Must have valid driver's license & be able to work flexible hours. Call today.
• Swing & Mid Shift Assignments
• Paid Training
• Double Time Holidays
• Paid Each Week
• Free Training Program
• Company Provided
• Company Uniforms
Call Today
GUARDIAN
13735 Puritan
(1½ Mile N. of Schoolcraft)
Redford Township

SEWING MACHINE OPERATOR
Only those experienced required. Group bonus, good working conditions. Paid holidays & vacation. Call LATT 476-8455

Service Station Attendants needed full and part time. Apply: Bob's Shell, 24 Mile and Bruno's Road.

SERVICE STATION ATTENDANTS
Adults only, full time, benefits. Also available, Full and part time. Apply: Bob's Standard Inc., corner 14 Mile & Inkster.

SERVICE TECHNICIAN
Experienced in installing, maintaining refrigeration. Immediate employment. 553-8030

SERVICE, FULL TIME POSITIONS available for Mature experienced or training assistance of total Trans Mission service of 19 Jobs Ad and Dependable.

SEWING AND KNITTING
Full time, part time available in our Livonia, machinists. Pick up, truck expense. Knowledge helpful, but not necessary. Apply in person at Wool Corp. 27000 Cabot Dr. Novi.

SEWING MACHINE OPERATOR
Must be experienced. Overtime, benefits. Apply:
13600 Lever, Livonia

SHIPPING AND RECEIVING
Full time position available in our Livonia, machinists. Pick up, truck expense. Knowledge helpful, but not necessary. Apply in person at Wool Corp. 27000 Cabot Dr. Novi.

SHIPPING & Inspection position open for ambitious individual. Good opportunity to grow with established local & also related company. Apply at:
Lane Press Corporation, 31067 Travelstage, Inkster.
441-1770

SHIPPING & RECEIVING CLERK
Full time, experience required. Must be reliable and provide references. Call for appointment 420-7088

SHOE SALES MANAGER - Knowledge necessary for highly motivated individual. Must have experience hiring store's shoe sales. Attractive salary & benefits. Call 559-5400

SHOE SALES
Quality Men's Shoe Store, in W. Bloomfield area, needs part time shoe fitter. Call Dale 851-6122

SMALL APPLIANCE repair person wanted who has experience in dealing with public. Royal Oak area. Call for appointment. 542-8487

SMALL TOOL Shop needs person interested in machinery for parts, stock & inventory. Must be 18 or over. Good working conditions & good benefits.
Apply at Lind Engineering Co., 13910 Eliot, Detroit, Mich.

SPRINKLER SERVICEMAN wanted. Full time. 5-10 years experience. Farmington area company. 478-4368

STEEL FORGING MANUFACTURER
Has opening for Press Helper. Experience with handling equipment helpful but will train right individual. Must have ability & attitude to work on team concept, and alternating learning all aspects of production.
Apply in Person 2-4 PM
PRESSFORM INC.
13447 BEECH DALY - REDFORD
(Between Plymouth - Schoolcraft)

STOCK HELP
Young person for exclusive Suburban Grocer, Birmingham Area. Permanent full time position. 538-2323

SUBURBAN TAXI CAB COMPANY
Taking applications.
Call Mr. Sheehan
357-4818

SUMMER HELP WANTED - weekends, Mature female, over 21 or older, at least $3.34 hr. Farmington Hills area. 476-3272

SUMMER JOBS in advertising & marketing for college students. Starting July 9. Can earn $240 per week plus travel & bonuses. Excellent business experience. Must own car. Call 11AM-1PM for details. Accounts Plus & Label, Redford. 531-7711

SUNDAY RETAINER wanted for classy & notable clientele. Must be 18 to 25 years old. Must be steady worker & reliable. Plymouth area. 455-7990

$100
CASH BONUS
For the next 50 full time employees. No criminal record. 18 years of age or older, own transportation & telephone.
WE PAY WEEKLY
Apply Day Time 8 AM - 5 PM
11740 Greenfield, Suite 540
OAK PARK

$100
CASH BONUS
For the next 50 full time employees. No criminal record. 18 years of age or older, own transportation & telephone.
WE PAY WEEKLY
Apply Day Time 8 AM - 5 PM
13733 PURITAN
1 Blk. W. of Schaefer
GUARDIAN GUARD
837-8734

502 Help Wanted Dental-Medical

ADVANCED NURSING SERVICES Inc. needs experienced Nurse Aides and Home Health Aides for immediate placement. Must have own transportation. MON-FRI 8AM-3PM 477-3323

A FAMILY is looking for a dependable compassionate Nurse Aide to care for an elderly woman patient residing in a Farmington home. Approximately 1 hr. to 5:30 PM, 6 days. Livonia area. Please call after 4:30 PM.

AIDE TYPE Stagnant is your present job because of salary, benefits or no chance for promotion? Become Aide to Director of Nursing and need 1 more person for a new home. Ideal for someone who has background with experience in psychiatric, geriatric, and 4 & 6 handed dentistry. Part time 27 years, full time for the right person (1 staff member required). Call Mrs. Ann Ferguson, who will require a motivated career minded person. Salary, benefits. Northwestern area.
Call 355-3020

ASSISTANT to PODIATIST, experienced only, part time. Troy area. Call after 5 PM 524-0780

AIDE TO DENTIST
Wanted for Dentist in Model, Warr Vic. Finishing Orthodontic Work
And Dentists Dept
Plus
Enjoy the pleasure of a clean Modern facility in a Pleasant atmosphere
Salary negotiable
Excellent benefit program
All replies held in Strictest confidence
Send resume to:
MASON DENTAL CERAMICS INC.
32330 Mile Rd.
Livonia, Mich 48154

FULL TIME BOOKKEEPER
At least 3 years earning home experience in Medical, Medicare and Medicaid, Apply: Box 100, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

BOOKKEEPER - Rapidly growing healthcare medical supply company has immediate opening for full time bookkeeper. Responsibilities include bookkeeping in a computerized environment, order entry, filing, & typing. Send resume to Box 544, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

A busy medical office in Southfield seeks experienced individual for varied front office duties. Insurance forms, typing, phones, and other duties required. Excellent benefits. Competitive salary. Call after 10 AM 557-7200

BUSY SOUTHFIELD Opthalmologist office needs full time receptionist with experience in billing Medicare, Medicaid, CHT preferred, send resume to box 416, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

BUSY SOUTHFIELD OB/GYN office needs part time receptionist with experience in billing Medicare, Medicaid, CHT preferred, send resume to box 416, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

BUSY Southfield Dermatologist needs receptionist with medical office experience. Medical Mon. Tue. Thurs. Fri. 8-5 Pm. 12:30 pm. Rotate Sat. 8am-1pm. Call 557-1140

BUSY West Bloomfield private dental office needs warm, caring person experienced in very Cosmetic dentistry. Must be good with people and have excellent skills. Full time, benefits and salary. 642-5240

CHARDENE DENTAL Assistant for modern Birmingham general practice. Full time, benefits. Call 642-7337

CHARDENE DENTAL Assistant for fast paced Dearborn practice. 4 days a week. Good pay. Must be capable in chairside assisting, taking impressions, good communicator. Call 561-4360

CHARDENE DENTAL ASSISTANT - W. Bloomfield area. Dentist seeks experienced, assist in hands & trays. Call Dr. William Hyde 661-1020 Mon. thru Fri. 8-5 pm.

CLAIMS ANALYST - Minimum 2 years experience in medical insurance claims. Excellent benefits. Southfield. Call Cheryl Watson. 352-9660

DENTAL ASSISTANT
Full time, Farmington. Must have 3 yrs. experience. Must have Dental Certification/Registration preferred. Call 476-2400

DENTAL ASSISTANT
Full time position available in Troy. Must have 3 yrs. experience in a general dentistry & be certified or eligible for certification. Call 362-4660

502 Help Wanted Dental-Medical

CLINICAL POSITIONS
IN COMMUNITY
HEALTH SERVICES

RN - part time. AD/DIP/BSN home health care, work schedule negotiable, 20 hrs per week.

RN - part time. BSN, work schedule participate in quality control of field services, insurance program, patient care orientation.

Opportunities in Oakland, Independence, Waterford, Pontiac, Commerce, Wixom, Royal Oak, Southfield, Bloomfield, Milford, & Lyons, Mich.

Western Wayne, Livonia, Inkster, Romulus, Van Buren.

City of Detroit

Near city: Dearborn, Dearborn Hts, Martindale, River Rouge, Lincoln Park, Allen Park.

Call 423-6500
Health Care Professionals, Ltd.

C.R.N.A.s
At Botsford, there is room for the person as well as the professional.

We now have a part-time position for a C.R.N.A. or eligible graduate with experience in the anesthesia program and nerve anesthesia. Our C.R.N.A.s do not work weekends and are not on-call.

Our 346-bed suburban acute care hospital is a place for progressive practice and personal satisfaction. You'll enjoy our convenient location and the unique shift working environment. Our RN/BSN Recruiter will be happy to discuss requirements with previous experience.

Please contact Barbara Giorgio, Human Resources Department.

BOTSFORD
General Hospital
28050 Grand River
Farmington Hills,
MI. 48024
(313) 471-8656

Equal Opportunity Employer M/F

Full or part time. Experience 4-handed dentistry preferred. Congenial office. Farmington area. 476-8440

DENTAL ASSISTANT - experienced chairside. Immediate opening, well established general practice. 18 years. Everyteen area. Benefits-salary open. No evenings. Reference necessary. Days 334-4344 Eves 538-2481

DENTAL ASSISTANT - part time, experienced preferred. Westland office. 451-3675

DENTAL HYGIENIST
part time. W Bloomfield, experience necessary. 661-4962

DENTAL HYGIENIST
Woodward 15 Mile area. 24 day week. 646-8528

DENTAL HYGIENIST needed in busy NW Detroit office. Full time. Benefits. Position available immediately. 273-1630

DENTAL HYGIENIST
Experienced only. Farmington Professional. 4½ days, excellent benefits.
Call 476-9061

DENTAL HYGIENIST, full or part time, NW Detroit area. Salary depending on experience. Call between 8-5pm, ask for Sandie 538-8430

DENTAL HYGIENIST
Warren/Conner area, part time.
A versatile, experienced Dental Hygienist, 3-4 yrs. experience.
Chairside assisting required.
Exceptional in verbal skills.
If so, we are looking for a TAKE CHARGE person who has initiative and strong career. Salary negotiable.
372-8700.

DENTAL LABORATORY ASST
Full time, Southfield area. Some experience in Dentistry helpful, but not necessary. 642-5509

DENTAL RECEPTIONIST - 2nd floor novel. Growing Southfield dental office. Telephone/Dictation Machine. Must be neat, accurate, pleasant voice. 569-1390

DENTAL RECEPTIONIST, experienced, needed for full time for Dearborn area. Salary open. To schedule an interview, please call 846-2211

DENTAL RECEPTIONIST
Southfield Dental Office seeking part time, Royal Oak, Hours full time period in the fall, then Mon.-Fri. 9-12, 2-7 pm alternate Saturdays. Paghetti and insurance forms experience required. Salary open. Call Mrs. Ferguson 357-8700 leave name & phone number. 548-4500

DENTAL RECEPTIONIST
Warren/Mount Clemens area. Are you? A versatile, experienced Dental receptionist.
A meticulous bookkeeper
Energetic & people oriented.
Chairside assisting helpful.
If so, we are looking for a TAKE CHARGE person who has initiative and strong career. Salary negotiable.
372-8700. Box P100, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

DENTAL RECEPTIONIST
Some payboard, and reception duties. Good experience necessary. Third party billing helpful, accurate typing necessary. Flex hours and paid time off. Call Mrs. Ferguson, Starting salary $13,500. Troy doctor office.

DAVIS-SMITH
MEDICAL PERSONNEL SERVICE
557-7200

DOCTOR'S OFFICE needs part-time Receptionist help. 3 days weekly. (Mon. Tues. Thurs.) Southfield area. Please call between 8am and 5pm. 569-7040

EXPERIENCED RECEPTIONIST
Part time
Livonia
464-8040

EXPERIENCED MEDICAL ASST
Needed for busy practice. Novi/Northville office. Contact Barb at 476-4300

EXPERIENCED NURSES AIDES
Needed for private duty, hourly & live-in assignments available.
Call Mon. thru Fri. 9am - 5pm
KELLY HEALTH CARE
644-8131

EXPERIENCED
Orthodontic Assistant
Part time - Dearborn
562-8455

EXPERIENCED with X-Ray techniques, X-ray tech preferred. To assist in busy Orthodontic practice. Contact Garden City area. 728-1134

FREE CLASSES
First classes for Home Health Aides with prior experience in homes or nursing homes. Home Health certification upon completion of classes required.
Call
Health Care
Professionals, Ltd.
423-6500

LEADERSHIP
OPPORTUNITY
For organized, energy & enthusiastic person interested in full-time day job with flexible evenings.
Work for two Dentists, part time, paid training & expenses.
Call 557-3600 for an immediate appointment.

LPN or RN - part time position available with Jobbers & Jobsters for interviewing. If interested call Mrs. Ann at 644-6262

502 Help Wanted Dental-Medical

HYGIENIST - PART TIME, Tues. Wed. & Sat., possible interest in learning in the future. Contact Office Manager and Dentist. Call for appt 1 PM-5 PM. Ask for Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

IMMEDIATE OPENING for part time afternoon RN or LPN. Excellent salary, benefits, pleasant working conditions. Call Dorothy, 34350 Ann Arbor Trail, Westland.

IMMEDIATE POSITION AVAILABLE
RN/ROYAL OAK Area. Temporary assignment, 3 days/week, 8 hrs/day, for 10 hr/week. Weekend shift. Call Home Health Care Professionals
423-6500

MALE ATTENDANTS
HOME HEALTH AIDES
Hourly & live in assignments. Experience & mature. Must have car & phone.
Professional Health Care Personnel

MALE ATTENDANT
needed in Hazel Park area. Total care for mentally retarded adult, weekends only. Light experience required. Call Alice 8am-4pm. 653-8400

MATURE MEDICAL ASSISTANT
Also able to assist doctor. Hours 7 AM - 3 PM. Mon. & Fridays. Farmington Hills area. Reply to Box 416, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

MEDICAL ASSISTANT - OB-GYN, Birmingham area. Full time & part time positions available. Job experience preferred. Vacancies necessary. Send resume and salary requirements to: Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

MEDICAL ASSISTANT - experienced, needed for Dearborn office. Full or part time. 842-5330

MEDICAL ASSISTANT with minimum 1 yr. clerical experience. Knowledge helpful. Contact Dr. Cohn, Grosse Pointe Woods. Call 886-8300

MEDICAL ASSISTANT, part time, morning, evenings for busy Berkley office. Must have at least 2 years experience in EKG, Venipuncture & injection. 545-2360

MEDICAL
ASSISTANT
RECEPTIONIST
For brand new office in Troy. Assisting physicians in EKG, injections, lab work. Typing, appointments, typing. Start 30 hours per week, will be 40 hours in 3 months. Call Mrs. Ann Ferguson, Ann Cross, and opportunity to grow with practice.

DAVIS-SMITH
MEDICAL PERSONNEL SERVICE
557-7200

MEDICAL RECEPTIONIST-Ophthalmology. Excellent hours. Experienced. Farmington. 642-9061

MEDICAL BILLING OFFICE
Monday thru Friday, 8:30-5.
Southfield area. Mature person.
Call 557-3600

MEDICAL RECEPTIONIST
needed for allergist office in Farmington Hills. Medical experience or education necessary. Typing of 60WPM. Apply: Dr. Gonzalez, 27000 Grand River, 37976 Orchard Lake. 471-4617

MEDICAL RECEPTIONIST
needed for busy Southfield office in Troy. Must be experienced in urological urology. 528-3298

MEDICAL RECEPTIONIST - Mon. thru Fri. 9am to 1pm. Experienced in payboard, scheduling appointments and filing insurance. Southfield area. 557-4470

MEDICAL SECRETARY needed full time for busy Oncologist office. Must be pediatrician in Southfield. Person experienced in billing only need apply. 559-1753

MEDICAL SECRETARY, full time position in a busy, acute care hospital. Medical terminology helpful. Position involves assignment of hospital patients a coordination of physician activities. Medical terminology & typing skills mandatory. Send resume to Box 530, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

MEDICAL Stenographer, part time. Familiar with insurance forms. Doctor letters and operating room reports. Excellent salary with excellent fringe benefits. Southfield area. 552-8320

MEDICAL TRANSCRIPTIONIST
Come join our growing national company. Must have recent experience transcribing O.R., D.R., H.N.P. Work in the comfort of your home or in a pleasant office. Call 559-5154

MEDICAL TRANSCRIPTIONIST
Experienced full time for Farmington clinic. Medical terminology and typing 60/WPM required. Call Ruth, 478-8210

MEDICAL TRANSCRIPTIONIST
Part time. Wanted mon. Tues. Thurs. or Fri. 10am-3pm. 356-4018

MEDICAL TRANSCRIPTIONIST.
Minimum 3 years experience typing medical reports. Must be self motivated. Income with earnings limited only by ability. Mon - Fri, 9-5. 363-6383

MORNING PERSON???
Look no further
Specialty designed part-time setting for energetic, dependable, personable individual who enjoy creating work for clients. 7 am to 1:30 pm, daily with every other week-end off. Profile individual, you possess organizational skills, enjoy high volume concept.
Work Empowerment Staffing Coordinator
Customer Service
Call Immediately
Health Care Professionals LTD
423-6500

NEEDED IMMEDIATELY
PART TIME LAUNDRY
PART TIME HOUSEKEEPER
Call Pat Trotter at
Centennial Terrace
477-9000, Novi area.

NURSE AIDES
AFTERNOON SHIFT, 3-11 PM. Mature person. Experience preferred, but not necessary. Apply: Farmington Nursing Home, 30406 Folsom Rd. Near 9 Mile & Orchard Lake

NURSE AIDES
If you are experienced as a Home Aide/Orderly, we have several positions available in all shifts. Live-in and hourly positions. Apply within Mon. thru Fri. between 1 and 4pm. No phone calls please.
Four Chaplains
Convalescent Center
28349 Joy Rd. Westland

502 Help Wanted Dental-Medical

NURSE AIDES
We are looking for dependable, mature, experienced nurse aides. For full or part time positions for our 3 shifts. Apply in person in Oak Hill Care Center, Mon. thru Fri. between 9-4 pm. Oak Hill Manor, 36135 Grand River, Farmington

NURSES AIDES
EXPERIENCE preferred, but not necessary, will train. Apply in person only. No phone calls please.
Nightingale - West, 5355
Newburgh, Westland.

NURSE'S ASSISTANT, aide to lab work and give shots, part time, 12noon-4pm. Call 557-3600

OFFICE MANAGER & Receptionist - Experienced. General dental office. Computer experience preferred. Call Gerber City/Westland area. 326-9300

OPTHALMIC TECHNICIAN. Full time, Southfield area. Experience is required. Salary open. Call Mrs. Ann Ferguson, Box 343, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

OPTOMETRIC ASSISTANT
Enthusiastic and self motivated individual to be all operational in office procedures. Westland area. 722-1664

PART TIME POSITIONS
We have several part time positions for experienced Medical Secretaries, Assistants and Receptionists. Hours up to 24 hours weekly. Receptionist opening in Dearborn, Secretaries in Troy, W. 10 Mile & West Bloomfield area, and others too. Please call for information.

DAVIS-SMITH
MEDICAL PERSONNEL SERVICE
557-7200

PERFECT JOB
OPPORTUNITY
For P.M. Person, Monday thru Friday 1pm - 7:30 pm daily, with every other weekend off. Good part-time position for individual who needs morning hrs for family, school, other job or just extra $$ for special needs.
Call Mrs. Ann Ferguson, 478-8210 for personal power, persuasive skills, and excellent communication skills.
Work Empowerment Staffing Coordinator
Customer Service
Call Immediately
Health Care Professionals, LTD.
423-6500

PHARMACIST
Our growing suburban hospital and health center is seeking a Staff Pharmacist with a clinical background in patient and ambulatory care setting. Ambulatory experience is preferred. We offer an attractive salary, 35 hours and fully paid health package. If you are interested in joining our health care team please contact Personnel at 525-8626

METROPOLITAN WEST HOSPITAL
35303 Jay Rd., Westland
Equal Opportunity Employer M/F

PHARMACIST - PART-TIME
Saturdays, 9 AM to 1 PM.
Call 464-4763

MATURE MEDICAL ASSISTANT
INTERNIST is looking for Special Therapy Modalities in busy general practice. Also available on Tues. Thurs. do EKG, venepuncture, and assist doctor. 5 days week Farmington Hills. Reply to Box 500, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

PHYSICAL THERAPY ASSISTANT
Experience required for private practice clinic and serving home. Birmingham Gold Hills area. 553-8430

PHYSICIANS office in Rochester is looking for a Receptionist/Secretary with medical terminology. Must be experienced. Duties include Scheduling a Front desk work. Mon. thru Fri. 9am-5pm. Please call back at 852-9130, ask for Ann.

PODIATRIST RECEPTIONIST/ASSISTANT. Billing experience necessary. Call Mrs. Ann Ferguson, Box 343, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

PROFESSIONAL Sales Opportunity for Dental Equipment Representative to comprise systems. Computer experience preferred. Salary commensurate with ability. Call Ken Hallman, Moore Business Forms, 30400 Telegraph, Suite 140, Bloomfield Hills, Michigan, 48025

RN SUPERVISOR
Our small rehab hospital has an immediate opening for a full time RN supervisor to interview. This local community hospital powers a 20-bed and have 2 years accreditation. Hours are 7:30 AM to 3:30 PM and 3:30 PM to 11 PM. We offer a fully paid health insurance program and an excellent starting salary. If you are interested in joining our team please contact the personnel department at 525-8626

Metropolitan West Hospital
35303 Jay Rd., Westland, Mich. 48185
An Equal Opportunity Employer

504 Help Wanted Office-Clerical

ACCOUNT CLERK I
$14,340 - $15,114 monthly. Wayne County residents with high school diploma or equivalent, plus 2 years of College, paid accounting, bookkeeping or related experience, or 2 years of College, paid accounting experience. Closing date: July 13, 1984. City of Livonia, City of Redford, Cooperative Extension Service Center Dr.

An Equal Opportunity Employer

ACCOUNTING CLERK
Southfield based manufacturer company has immediate opening for clerk with good typing skills & bookkeeping experience. Salary commensurate with experience plus good benefits. Call Gina Thomas 559-3300 3 pm, 559-5767

ACCOUNTING CLERK - Knowledge necessary for a very important supervisory knowledge. Typing & computer skills are also required. Must have flexible personality and communication skills.
UPJOHN HEALTH CARE SERVICES
Call Kay O'Leary
Ft. 642-7900

ACCOUNTING/DATA ENTRY Clerk. Bookkeeping experience necessary. Minimum 1 yr. computer knowledge. Central Station, Homecare Medical Center, Grosse Pointe Woods. Inc. 886 Cliveden, Detroit, Mich. 48224

Retired Nurse wanted, we provide scheduling. Farmington area. 477-3300

ADMINISTRATIVE
ASSISTANT
TO $18,000
Super opportunity with a rapidly growing company. Ideal for a college graduate. Top skills and experience for the choice few paid position. Call Denise now 334-3300

SNELLING & SNELLING

ADMINISTRATIVE ASSISTANT - long term assignment available with large corporation for top notch individual.

ENGINEERING SECRETARY - Excellent salary and benefits. Ideal for individual needed for this Fortune 500 company.

SALES SECRETARY - shorthand and word processing required for this long term assignment with top corporation in Troy.

IBM 5520 & IBM DISPLAY WRITERS - needed for large corporation in Pontiac area. Good salary and benefits and training and/or actual word processing experience a must.

MEDICAL SECRETARY - long term assignment that may be permanent for top notch Secretary with medical background.

KEY PUNCH OPERATOR - short term assignment at local firm.

College students and Teachers welcome.

TOP PAY NEVER A FEE

ENTECH
Services, Ltd.
'Ahead of the Rest'
999 Oakcrest Dr., Troy
588-5610 332-4350

AGGRESSIVE PERSON needed. Experienced & dependable! Excellent typing skills. Knowledge of word processing required. Shorthand optional. Salary based upon skills. References. 613-2434

EXPERIENCED Secretary. Construction & management office. Southfield area. Good typing, phone, filing, and typing and retrieval experience required. Pay: 8 to 5. Call 18 to 4 PM. 626-8446

APPLICANTS PROCESSING
CLERK
Immediate entry level opening in our Membership Division for an individual with excellent clerical and customer relationship applications and update manuals. Duties include data entry, maintaining suspensions and requests for termination, and other duties. Ideal this position will appeal to a detail oriented individual with personality and prior general office experience. Excellent benefits and pleasant working environment. If interested, please send resume to:

Personnel Administrator
P.O. Box 2237
Southfield, MI 48037

Equal Opportunity Employer M/F

ASSISTIVE PERSON for Accounts Receivable/Collection calls. Part time. Previous experience in collection preferred. Call 399-5190

ASSISTANT
BOOKKEEPER
General Contracting Firm, 5 days, 8-AM-4 PM. Payables & Receivables. Minimum 1 yr. Computer knowledge. 6 Waterstone Associates, Inc. 29995 Northland, Suite 200, Southfield, Mich.

ASSISTANT to apartment operating executive. Broad duties include scheduling, assignments, typing, maintaining records. Part time. 20-30 hours. Flexible need for person. Good business experience required. Near Fowler. Send resume to Amber Mgt Co., 30000 Grand River, Ste. 100, Lathrup Village, Mich. 48076

AVAILABLE TRAINING
For residents of Oakland County who graduated from Lincoln, Ferndale, Walled Lake, Wayne, Lake Lake Trips, Lake Orion, Orion Twp., Independence Twp., Ann Arbor, Dexter, Milford, Novi, Farmington & Waterford Twps., who are unemployed or underemployed. Also, we have a special opportunity to train for a rewarding career in a Word Processor or a Typist. Entry. The program is sponsored by a government agency and is no cost to participants. For more information, call Mr. Jones.
525-2360

This Classification
Continued on First
Page of Section D

504 Help Wanted Office-Clerical

Little Caesars
SECRETARY
Our Farmington Hills office has an opening for an energetic secretary to assist the president of the company. The person we seek will have experience in shorthand and telephone skills as well as typing. A dexterity and ability to work with numbers is also required. Little Caesars offers a competitive salary, generous fringe benefits, along with the ability to perform them in a pleasant environment. If you are a hard working individual, we want to meet you.
Please contact Mr. Ron Gibson at 553-1400
Little Caesars
Corporate Headquarters, Inc.
34405 Industrial Road
Farmington Hills, MI 48024
Equal Opportunity Employer M/F

TEMPORARY
OPPORTUNITIES
Immediate openings for applicants with experience in the following:
• CLERICAL
• SECRETARIAL
• WORD PROCESSING
• LIGHT INDUSTRIAL
• SEMI-TECHNICAL
VISIT US THIS TUESDAY OR FRIDAY FROM 10:30 a.m. - 3:00 p.m. AT THE LIVONIA MALL, 7 MILE & MIDDLEBELT.
DETROIT 961-0651 FIELD 354-0557 TROY 362-4660
OLSTEN

504 Help Wanted Office-Clerical