504 Help Wanted Office-Clerical

RECEPTIONISTS

Several positions for front office individuals who are professional and enthusiastic! Must be experienced on multi-line phones. Switchboard experience a plus. Offers good pay and benefits! Call today for details!

ENTECH SERVICES, LTD.
737-1744

RECEPTIONIST/SWITCHBOARD OPERATOR
We have an immediate opening for a dependable receptionist/switchboard operator. Responsibilities will include answering our switchboard, greeting visitors in our reception area, & some light typing. The hours are 8am-5pm, Mon., Thurs & Fri & 8am-3:30pm Tues & Wed. We are offering a good hourly rate plus an excellent benefit package to the right applicant. Should your background include previous receptionist/switchboard experience, please forward a resume to:
D. L./Personnel
30881 Schoolcraft Rd
Livonia, MI., 48150
Equal Opportunity Employer
Male/Female/Handicapped/Vet

RECEPTIONIST
for Electrical Contractor. Fast paced office. Call for appointment, bring resume. 421-7610

RECEPTIONIST/SECRETARY
Phone orders & light bookkeeping in Troy/Birmingham Area. Call between 9am-noon 435-8900

RECEPTIONIST - PART-TIME
Light clerical duties. Must have pleasant phone manner. Ethan Allen Gallery. For appointment. 261-7780

RECEPTIONIST
needed for Southfield law firm. No experience necessary. For appointment call Sara 9:30-4:30 355-2770

RECEPTIONIST - PART TIME
Phones, light typing & filing. $5.00 an hour, 9am-1pm daily. 12 Mile/Northwestern area. 357-3777

RECEPTIONIST NEEDED for computer firm, experience preferred. Benefits. Farmington Hills. Call Kathy: 651-3520

RECEPTIONIST
Mature responsible person for commercial art studio. Need excellent phone skills, other clerical skills advantageous. Roselle 645-6880

RECEPTIONIST
Art gallery. Southfield location. Very good telephone and organizational skills. Part-time Thurs & Fri. eves, 6-9, Sat. & Sun, 11-6. Apply 29469 Northwestern Hwy. 354-2343

RECEPTIONIST ANIMAL HOSPITAL
Excellent communication skills, some clerical & computer ability. Full or part-time. Some eves & Sats. Salary based on experience. Apply in person: 31205 Five Mile Rd., Livonia

Receptionist/Secretary
Office Equipment Dealership seeking responsible, dependable person with pleasant phone personality and professional appearance. Experience with office procedures & typing (45wpm minimum) required. Troy location. Call Kathleen at 476-6655

RECEPTIONIST
We are looking for an individual who enjoys working with the public, answering the telephone and has good typing skills. Interne we offer growth potential a friendly working environment and benefits. Send resume to Office Manager P.O. Box 8237 Royal Oak, MI 48068

RECEPTIONIST/OFFICE ASSISTANT
Energetic, organized person with 2 yrs. office experience needed for busy front office in professional photo lab. Accurate typing, data entry & pleasant phone manner a must. Call Kim between 10am-3pm: 546-8587

RECEPTIONIST
Immediate opening for energetic and outgoing individual for modern proprietary school. Typing and IBM PC experience preferred. Call Ms. Michaels between 9AM & Noon at 522-9510

RECEPTIONIST/TYPIST
Primary duties include typing, telephones & filing. Experience with Word Processing preferred. Our company is 40 yrs. old & located in Redford area. Send resume to. Box 196, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

RECEPTIONIST
Due to promotion, position open to answer busy phones, greet customers, sort mail and assist sales and accounting department with typing. Will be trained on PC. Opportunity for advancement. Please send resume to: GSE, Inc., 23640 Research Dr., Farmington Hills, MI 48024 - or call Linda for appointment 476-7875

RECEPTIONIST
Needed immediately for Birmingham property management company. Must possess good typing & math skills, growth potential, non smoker, excellent benefits. Send resume to Personnel Manager, 31,000 Telegraph #210, Birmingham, MI. 48010

Receptionist
Southfield sales office is looking for an individual to man the phones and keep us organized. Call for an appointment.
313/443-0373

SALES ASSISTANT
Farmington Hills cable advertising sales company. Benefits. 661-5530

SALES SECRETARY
Southfield Company needs sharp individual with initiative to work in fast paced sales department. Excellent math and organizational skills required. Send resume to: P.O. Box 300, Southfield, MI., 48037

SALES SECRETARY
Full time position available to answer busy phones in sales office. Misc. general office duties, includes typing, filing, and switchboard relief. Will train on PC. Hours 8:30 to 5pm. Please send resume to: GSE Inc., 23640 Research Dr., Farmington Hills, MI 48024, or call Linda 476-7875

$18,000 - FEE PAID
Secretary - variety position includes word processing & customer contact in sales dept. of growing Farmington Hills distributor
#1 Personnel Place
274-4230

CORPORATE AFFAIRS SECRETARY
A growing Farmington Hills service organization seeks an Administrative Secretary for a high energy very creative Public Relations Dept. Duties are basic secretarial, typing skills of 55 wpm required, & word processing experience preferred. Previous public relations exposure is a definite plus. Starting salary $15-$17,000 annually. Position is full-time with an excellent fringe benefit package. Send resume to Human Resources, P.O. Box 9072, Farmington Hills, MI 48333-9072

SECRETARY/RECEPTIONIST
Part-time, for 20 hrs. per week. Must have excellent phone skills & be a very accurate Typist. Word Processing skills, a Plus. Could later become full-time. Send resume - Attention Personnel Dept., or apply at: Draw-Tite, 40500 Van Born Rd., Canton, MI. 48188

SECRETARIAL, Bookkeeping 1 person office, for manufacturing company. Accurate typing, shorthand and good telephone required. Please call after 6pm, 855-9719

SECRETARIES WORD PROCESSORS
Wang, Wordstar
Word Perfect, DW3-4
Lotus 1,2,3, McIntosh
WORK WHEN YOU WANT
WORK CLOSE TO HOME
● GREAT PAY
● HOLIDAY PAY
● CASH BONUSES
● INSURANCE
557-5700
SNELLING TEMPORARIES
NEVER A FEE

SECRETARY/ADMINISTRATIVE ASSISTANT
For small growing company. Must have excellent oral and written communication skills. Duties include, typing, correspondance, quotes, answering telephones, filing and light bookkeeping. Must be a self-starter and quick learner. Send resume and references To: H Richardson, Monitrol Company, 24573 Hallwood Ct., Farmington Hills, MI 48331.

SECRETARY
Answer phones, invoicing, taking orders and typing. Computer knowledge helpful, but not mandatory. Please call on Monday, April 3 for an interview. 422-3730

SECRETARY- Bookkeeper- Receptionist for growing landscape company. Experienced with phone, computer and typewriter. Good pay, full time work. 626-7942

SECRETARY/BOOKKEEPER
Part time, 3 days per week. Send resume with salary requirements to: 907 Inn, Plymouth, MI 48170.

SECRETARY BOOKKEEPER experience full time, computer skills and benefits. Send resume to: Box 386 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

SECRETARY
Busy Southfield office seeking full time secretary. Word processing experience strongly preferred. Excellent benefits. Please call between 9 am & 5 pm: 352-6418
SOURCE EDP
4000 Town Center
Suite 1340
Southfield, Michigan

SECRETARY
Challenging position in retirement community. Ability to relate to senior population. Medical records & computer experience desireable. Full benefit package. Apply in person at:
Mercy Bellbrook
873 W. Avon Rd
Rochester Hills, MI., 48063

SECRETARY
Downtown detroit office of national CPA firm has positions for career minded individuals. We are seeking self starters with excellent typing, (60wpm) and communication skills. Must have a least 2-5 yrs. secretarial experience.
Excellent working conditions. Competitive benefits, including tuition reimbursement. Send resume and salary requirements to Box 394 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150
An Equal Opportunity Employer

SECRETARY
Due to expansion we have need of a secretary in our video department. Must type 60-65 wpm accurately, be experienced with wordprocessing on IBM PC and exceptional with telephone communications. This job requires a person with good attendance who can work with relatively little direction if interested apply weekdays 9AM-4PM.
HANDLEMAN COMPANY
500 KIRTS BLVD. TROY
(First Stoplight N. of 15 Mile W. of Livernois)
AAE EOE M/F/H/V

SECRETARY
Excellent typing skills, light bookkeeping, computer experience needed for non-smoking office.
Novi 471-4500

SECRETARY EXPERIENCED
Good secretarial skills and word processing essential. Immediate Opening. Competitive salary and excellent company paid benefits. New offices in Southfield. Send resume with salary requirements to Box 238 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

SECRETARY
Experienced, to work in small Southfield sales office. Duties include customer client phone contact, typing, record keeping, filing, accounting. PC experience helpful. Send resume to: Box 406 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

SECRETARY FOR LIVONIA law office. Typing, word processing and general office skills. Send resume including salary requirements to: Box 352, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

SECRETARY
for small business in Walled Lake. Good starting salary & benefits. 669-8222

SECRETARY for Farmington Hills law office, to handle all billing responsibilities. Must have excellent computer and math skills. For further information please call the Office Manager at: 851-4111

SECRETARY - full time computer knowledge required typing 60+ wpm, filing, good grammar and phone skills. Farmington Hills wholesale floral business 553-0647

SECRETARY
Full time for small management consulting firm in Southfield. Requires recent secretarial experience, professional telephone skills, type 60 wpm minimum, previous microcomputer and electronic typewriter usage. General office duties. Qualified persons, call 557-9340

SECRETARY full or part time for Real Estate appraisal Co. Real Estate background required. Familiarity with F.M., M.A. appraisal form & computer literacy extremely helpful. Pay commensurate with skill & experience. Prepare resume & call: Professional Real Estate Appraisals Inc. Farmington Hills
Days 851-2975 Eves 626-8606

SECRETARY/GENERAL OFFICE
Part time for small construction company, Birmingham location. 646-8727

SECRETARY-GENERAL CLERICAL
Must have good phone personality, typing skills & math background. Apply in person, mornings only. R L Schmitt Co. 345506 Glendale Livonia. (stark & Schoolcraft).

Secretary/General Office
Development Firm in Birmingham seeks individual with excellent typing skills, dictaphone & computer experience. Challenging opportunity with growth potential. Qualified individual should send resume stating salary requirements to: Personnel Director, 999 Haynes, Ste. 385, Birmingham, MI. 48009.

SECRETARY
HIGHLAND SUPERSTORES has an immediate opportunity in our Payroll Dept. at our corporate offices in Plymouth. This individual will have at least 1 to 2 yrs. Secretarial/Clerical experience, typing of at least 45 WPM, P.C. knowledge and excellent communication skills. Knowledge of WordPerfect, Lotus 1-2-3 or accounting exposure preferred.
We offer a competitive salary & benefits package. Please send your resume or apply in person, to:
HIGHLAND SUPERSTORES
Corporate Human Resources - S
909 N. Sheldon Rd.,
Plymouth, MI. 48170
An Equal Opportunity Employer

SECRETARY
If you enjoy a fast-paced office setting that offers exposure to a broad range of projects and assignments, AMICARE HOME HEALTH SERVICES has a position geared just for you.
We're looking for an enthusiastic, well-organized self-starter to support several directors from various departments. To qualify, you must possess 2+ years of secretarial experience (preferably gained in a health care related environment), word processing expertise and solid transcription ability. Strong record-keeping, filing, decision-making and communication skills are essential. In exchange for your talents, we offer a highly competitive salary/benefits package and a growth-directed professional setting. For confidential consideration, please direct your resume or call:
Shannon Marra
AMICARE HOME HEALTH SERVICES
34605 Twelve Mile Road
Farmington Hills, MI 48331-3290
(313) 489-6486
An Equal Opportunity Employer

SECRETARY
Immediate opening for an organized, skilled secretary to support a group of engineers. Duties include: filing, scheduling, composing letters, typing, etc. 2-3 years experience required. Flexibility and willingness to work as a team is essential.
We offer company-paid benefits and a competitive salary. For consideration, send resume and salary requirements to:
Ms. Lori S. Mead
TOYOTA TECHNICAL CENTER
Detroit Branch
4000 Town Center, Suite 1550
Southfield, MI., 48075

SECRETARY
International CPA firm located in Downtown Detroit is seeking a mature, top notch secretary. 3-5 yrs experience with good organizational skills. Strong knowledge of WordPerfect and Lotus helpful. Salary negotiable send resume in strictest confidence to: Linda Parvin, 500 Buhl Building Detroit, MI 48226

SECRETARY
Major corporation looking for entry level Secretary/Word Processer to grow with company. Excellent benefits includes 401K & tuition. Call or send resume to: Diversified Recruiters, 27780 Novi Rd. ste 104, Novi, MI. 48050.

SECRETARY - manufacturing office in Farmington Hills seeks bright, alert person with some knowledge of production scheduling, inventory or labor planning Or must be willing to learn. Computer background is required. Call Mon. thru Thurs. between 9-3 471-2300

SECRETARY
Needed for busy Southfield office. Must know WordPerfect. Call for appointment: 355-3730

SECRETARY/OFFICE MANAGER
experienced, for local CPA firm. 522-9110

SECRETARY, Part-time, 11-4pm daily. Typing, filing, phones. Must be reliable. Beginning April 10. Call Sandy between 9-11am, 397-9580

SECRETARY
Permanent/part time. Insurance agent needs secretary, will train, non-smoker.
West Bloomfield. 626-2652

SECRETARY RECEPTIONIST for busy office. Good typing skills and pleasant communicator a must. Please send resume to: Advance, P.O. Box 97, Wayne, MI 48184

SECRETARY RECEPTIONIST
Suburban Real Estate Office needs 1 full time and part time secretary receptionist. Accurate typing skills a must! Experience preferred. Call
Century 21
Today
538-2000

SECRETARY/RECEPTIONIST
Established property management firm is seeking a responsible well organized individual for fast paced office in Southfield. Pleasant phone manner & good tying skills required. WordPerfect experience a BIG PLUS! Call between 10-4
358-1363

SECRETARY/RECEPTIONIST
for Birmingham business. Requires typing speed of 50 wmp, Wordprocessing experience and pleasant appearance. Call Between 9-5pm. Ask for Chris 647-3040

SECRETARY/RECEPTIONIST
For manufacturing company, Dearborn area. Computer knowledge a plus. Good wages. Send resume to: Box 390 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

SECRETARY/RECEPTIONIST
Pleasant Plymouth real estate office. Typing, excellent telephone manners, highly organized and detail oriented. If you are looking for an exciting position, call Marilyn. 420-3400

SECRETARY - Requires light bookkeeping, typing & small business computer experience. Must be dependable. 476-0616

SECRETARY - secretarial position with excellent typing, shorthand & computer ability. We are a commercial real estate firm in the sale & leasing of office properties located in the Birmingham area. Successful candidate must type 75 wpm, be familiar with Lotus 1,2,3 & Wordperfect. Respond in confidence to: Valerie Sears, Morris & Moon Real Estate Group, Inc. 540-1050

SMALL Southfield Law firm has immediate position for an experienced Secretary. No prior legal experience necessary. Excellent benefits. Salary commensurate with experience. Please send resume to: 26699 West Twelve Mile, Suite 200, Southfield, MI 48034 or phone Sharon at: 352-5040

SECRETARY TEMPORARY OPPORTUNITY
HIGHLAND SUPERSTORES is seeking a Secretary for a 2-3 Month Assignment at our corporate office in Plymouth. This individual will possess previous Word Processing experience & General Office skills. Knowledge of WordPerfect, a Plus. If interested, send resume or apply in person, to:
HIGHLAND SUPERSTORES
Corporate Human Resources - T
909 N. Sheldon Rd.,
Plymouth, MI. 48170
An Equal Opportunity Employer

SECRETARY
Troy data processing firm has an opening for a full time secretary. Qualified applicant must have excellent WordPerfect skills and extensive office experience. Please send resume in confidence to: Box 296 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150
An Equal Opportunity Employer

SECRETARY WANTED - Livonia area. Good typing skills with some computer experience helpful. Call John Johnson 427-9300

SECRETARY
Word processing experience. Pleasant phone manner. Good spelling & grammar required. No shorthand necessary. Salary based on ability. Resume only: The Creative Group, 31800 Northwestern, Ste. 350, Farmington Hills, MI 48018

SECRETARY
WordPerfect and short hand or speed writing skills are required to work in our distinctive fast paced Bloomfield Hills office. Professional, self motivated individuals seeking busy multi faceted position, should respond in writing with salary requirements to: Office Manager, 2000 N. Woodward, Suite 130, Bloomfield hills, MI 48013.

SECRETARY $17,000
Law firm offers excellent opportunity to use your good word processing skills. Enjoy a nice friendly office. Great benefits. Fee paid. Hurry! Call Eleanore at 353-2090.
After 5 PM. Appointments Available
SNELLING & SNELLING

SECRETARY - 2 Person Non-smoking office. Mature, dependable; with General Office experience. Must type 55 WPM, have math ability & legible handwriting. Schoolcraft/Evergreen. Good salary for the right person. 477-3555

SUMMER CAMP SECRETARY
- Good skills.
- Available immediately 2-3 days per week until May.
- 5 days a week thru Aug. 11.
Send resume to:
SUMMER CAMP
P.O. Box 329
Bloomfield Hills, MI., 48013

SUPPLY CLERKS
Attention High School Graduates Downtown Detroit company need full-time Supply Clerks. Candidates must be responsible, neat in appearance & trustworthy. Previous experience not necessary. Benefit package included. Send resume to:
Supply Clerks
P.O. Box 779
Detroit, MI. 48231

SWITCH BOARD/RECEPTIONIST
Self starter needed to handle our busy swithboard, must have a clear and pleasant telephone voice, typing experience desired, will train word processing and data entry. Send resume to: Mr. Ames, PO Box CH3335, Livonia, MI 48151.

SWITCHBOARD/RECEPTIONIST
Immediate full time entry level position available in our customer relations dept. Good phone skills, ability to deal with people & some typing skills required. Excellent benefit package. Apply in person
FRETTER INC
14985 Telegraph
Redford, Mich.

TAX SECRETARY
Successful downtown Detroit CPA firm seeks professional, self motivated and hard working individual to provide administrative support to top executives. Ideal candidate will have 3-5 years of secretarial experience. Word processing experience a plus! If interested please send resume and salary requirements to: Ms. Cornwell, P.O. Box 691, Southfield, MI., 48037
Plante and Moran [illegible] an equal opportunity employer

TELEMARKETING
Flexible hours, evenings required. Plymouth. 459-0100

TELEPHONE OPERATOR/RECEPTIONIST
for large Southfield travel wholesaler. Experience on ROLM or similar large system helpful. Must have pleasant upbeat voice & manner. Immediate opening in our busy congenial company. Salary & benefits for the right applicant.
Call Ms Ray. 827-4050

TELEPHONE RECEPTIONIST - plush offices in Southfield, must be mature, like people, have pleasant telephone voice for this shared job, 2 days per week. Call Mrs. Jennens 351-2602

TELEPHONE SOLICITORS
We need people to set appointments from furnished leads, good telephone voice a must. No experience necessary, will train. Full & part time positions available. Hourly plus bonuses. For personal interview call today Miss Green.
356-7000

TELLER - part-time. Micro encoding & filming experience desirable. Send resume or apply at Covenant Credit Union, 25835 Southfield Rd., Southfield, MI. 48075. 552-8111

TEMPORARY CLERK TYPIST
Full time, temporary work (for up to 40 hours per week for no more than 180 days). $5.00 an hour. Typing, filing and public contacts. Apply at Canton Township Personnel Department, 1150 S. Canton Center Rd.
An Equal Opportunity Employer

TRAVEL AGENT
Experienced on Sabre, part time, Small Southfield location. Ask for Al. 569-7333

TRY SOMETHING DIFFERENT
Tired of being lost in a crowd & not being treated like you should? See the difference at O/E Management Services. We offer unique employment opportunities & excellent pay & benefits. Short & long-term positions available. Call immediately! 569-0500

TYPIST
for non profit agency. Cherry Hill/Inkster Rd. Area. Ability to demonstrate good typing (60 WPM). Good grammar & spelling a necessity. Use of word processor a plus, but will train. $4.50/hr., Mon., Wed., Fri., 2pm-5:30pm. Call 563-5005

TYPIST/RECEPTIONIST
With light bookkeeping skills for entry level position. Knowledge of computer and word processor a must! Livonia Area. Send resume to: Attention, Marie, Box 388 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

TYPISTS
Clerical help needed, must type 50 WPM plus, have good phone skills and enjoy working in an office. Call today - work tomorrow!
PARTNERS IN PLACEMENT
474-6500

TYPIST - To $18,000. Troy. 60 wpm. Recent office experience, dictaphone, WP helpful. Fee Paid. Employment Opportunities 350-3450

TYPIST - with electronic typing system experience. Permanent, part time, 5 days, 8-2pm (flexible). Farmington Hills. Karen 8-5pm. 855-6810

TYPIST/WORD PROCESSOR: CPA office in prestigious Southfield Town Center, is looking for a self motivated individual who learns quickly and can start immediately. Must be experienced and able to furnish current references. Send resume to Ruben & Weisman: 4000 Town Center, Suite 1801, Southfield MI 48075. 352-4920

WORD PROCESSORS! - highly motivated individuals needed with some W/P skills, Word Perfect, Displaywrite III or IV experience. Excellent benefit packages. To $20K.
NETWORK RESOURCES AGY.
964-5500 or 642-6400 Fees Paid

WORD PROCESSING
& other office positions available. Great pay, prominent companies, select locations.
Also needed heavy accounts payable clerk.
Short Term - Long Term
Your Terms
Temporary placement is our permanent concern. Please Call.
J Martin Victor Temporaries
38215 W 10 Mile, between Halstead & Haggerty, (next door to Wendy's) 474-6722

WORD PROCESSING OPERATOR
Large national insurance broker needs word processing operator with min. 2 yrs. transcription experience in a word processing center. Must have good grammar, punctuation & spelling skills as well as min of 55-60 wpm transcribing speed. Send resume only to:
Mrs. Boyd, 700 Fisher Building, Detroit, Mich 48202
An Equal Opportunity Employer

WORD PROCESSING MANAGER
Downtown Detroit CPA firm seeks career minded individual to manage the word processing department. Must have previous word processing supervisory experience in a production environment. Excellent typing, organizational and interpersonal skills. Ability to act as liason among senior management, word processing staff and outside service organization. Previous experience working with DEC hardware and software and programing capabilities a must. Degree in word processing preferred
Excellent working conditions and competitive benefits. Send resume (no telephone calls please) and salary requirements to: Coopers & Lybrand, 400 Renaissance Center, Detroit, MI. 48243. Equal Opportunity Employer.

WORD PROCESSOR OPERATOR
for Berkley professional firm. Word Perfect and transcription experience required. Must type minimum 70wpm. This full time position offers competitive salary and comprehensive, health, dental and optical benefits plus profit sharing participation. For interview call and
Ask for Mr. Kaye, 542-6141

Word Processors
Immediate career opportunities for word processors experienced on WordPerfect and NBI. Individuals with experience on 5520 also desired. Long term assignment in Troy area. Great pay! Training available to qualified applicants. Call now for further benefits!
ENTECH SERVICES, LTD.
377-4980

WORD PROCESSOR - Part time for law firm. Must know WordStar. Salary Open. 655-0770

WORD PROCESSOR - for international corp. in Troy. Displaywrite 4, Lotus 1, 2, 3 helpful, challenging spot, $18,900. Call Francine at Uniforce 646-7664

WORD PROCESSORS
Immediate openings for temporary and permanent positions, with Fortune 500 companies. Must type 50 wpm., be professional and dependable to qualify for this opportunity.
ARBOR TEMPS
459-1166

WORD processors. Immediate employment with major Fortune 500 company in Livonia, Farmington Hills, Novi, 4-10 mos experience, type 55 wpm, free training on Displaywrite 4 & Wordperfect. Speed writing or shorthand experience helpful. $1600/mo. Call Angela at Uniforce 357-0641

WORD PROCESSOR
Leading Southeastern design/build construction firm has immediate opening for mature, energetic team-player. Qualified candidates should have professional attitude, minimum 2 years solid word processing experience. Digital word processing preferred. Complete benefit and compensation package.
Send resume with salary requirements to:
R.A. DeMATTIA CO.
45501 Helm St.
Plymouth, MI 48170
An Equal Opportunity Employer

Work today! Call Kelly
Whatever your skill level, Kelly Services has a job that's right for you at a convenient location. As America's number one temporary help service, we put more people to work than any of our competitors. And our benefits and pay are hard to match!
Call today for any of these jobs:
● receptionist
● typist
● word processing
● data entry
Kelly's great benefits include vacation pay, long or short term assignments, job variety, top pay and health insurance. Apply at the Kelly office nearest you today.
Southfield
352-5220
KELLY SERVICES
The "Kelly Girl" People
Not An Agency; Never A Fee
Equal Opportunity Employer M/F/H

$5-$8/PLUS/HR
Clerical positions available immediately.
● Excellent benefits
● Free word processing training
Register with us - & find out how you can win a color TV & $1000.
MANPOWER
TEMPORARY SERVICES
Livonia - 462-0024
37625 Ann Arbor Rd. #109

505 Help Wanted Food-Beverage

BISTRO ◆ 75 (bis 'tro ◆ 75)n.
where talent, enjoyment, quality, consistency, and excitement join together.
Positions are now available for:
• Servers • Line Cooks
• Bartenders • Prep Cooks
• Host Staff • General Utilities
• Server Assistants • Pantry
Enjoy working in a truly unique and exciting atmosphere. In addition to advancement, we offer very competitive wages, benefits and flexible schedules.
BISTRO 75
Applications and Interviews being conducted at
1471 Opdyke Room 134
Auburn Hills (Knights Inn)
Monday-Friday until April 7th
9:00 a.m. - 5:00 p.m.
No Phone Calls Please
EOE M/F

Accepting applications - BAKERS SQUARE now hiring -
COOKS to $4 to 7.05 hr.
SERVERS to $100 per shift
DISHWASHERS to $6 hr.
MANAGERS $20,000 plus
Apply in person,
Birmingham - 825 Bowers St.
Oak Park - 26660 Greenfield Rd.
Canton - 5945 N. Sheldon
Warren - 13602 14 Mile

ACCEPTING APPLICATIONS for goal-oriented Chefs who desire a challenging career opportunity. Call Mary at 453-1832.

ARBY'S IS NOW HIRING. We offer up to $4.25 per hour for day & evening shifts. Free meals, free uniforms, flexible hours, willing to train. Also career opportunities and medical coverage available. Apply in person: 19000 Middlebelt in Livonia, or 27140 Plymouth Road in Redford.

ASSISTANT MANAGER for fine dining restaurant. Former experience as a Head Wait Person or Captain desired. Excellent opportunity and benefits. Send resume to: P. O. Box 151, Plymouth, MI., 48170.

ASSISTANT MANAGER
Part time for bakery/sweet shop in downtown Farmington area. For details call 478-4580, or apply in person at Sweet Cravings, 23310 Farmington Rd., Farmington.

BARPERSON & WAITSTAFF - Full or part time. Excellent wages and tips. Apply Mission Hills Golf Club, 14830 Sheldon, Plymouth.

BANQUET COOK
Immediate opening for experienced qualified individual for multi-faceted banquet/catering operation. Must be knowledgeable of production, presentation, labor control and food costs. Must be willing to travel to locations in Metro Detroit area. Excellent benefit program. Send resume and salary requirements to:
Operations Manager
12777 Merriman
Livonia, MI., 48150

Banquets/Catering SALES
Immediate position available for sales and service oriented individual for multi-faceted, high volume full service banquet facility. Must have knowledge of banquet operations. Communication, administrative and selling skills a must! Previous experience preferred. Salary negotiable. Benefits. Send resume and salary requirements to:
Marketing Director
12777 Merriman
Livonia, MI, 48150

BARTENDER COOK
Full time. Apply in person The Box Bar & Grill, 777 W. Ann Arbor Trail Plymouth. See Fran or Chip.

BARTENDERS & WAITSTAFF
Experience preferred, full or part time, benefits available. Apply within Mon. thru Fri. between 2pm-5pm, Sirath Brus & Co., 1476 W Maple Troy.

BARTENDING INSTRUCTOR
Outgoing person with good communication skills to teach bartending and Bar Management class for private vocational school. Full and part time positions available. 2 Years management experience required. Call Ms. Young at 557-7318

BOSCO'S CAFE & GRILL
12 Mile @ ORCHARD LAKE RD.
Experienced DELIVERY DRIVERS
Experienced WAIT STAFF
Apply in person betw. 9-5pm, Mon-Fri. No phone calls please! 27843 Orchard Lake Rd., Farmington Hills

BREAD BAKER
Experience a must. Small production shop. Pleasant working conditions. Phone after 1pm. 682-1443

BUDDY'S/FARMINGTON HILLS
Now hiring
KITCHEN, GRILL COOKS
OVEN OPERATORS
DISHWASHERS
Excellent wages and working conditions. Benefits. Apply Buddy's, Northwestern & Middlebelt.

BUS PERSON
Day shift - Mon thru Fri. Blakeney's Family Tavern, 28333 Grand River, Farmington. 477-3341

BUS PERSONS
LUNCH & DINNER
Part & Full time
Earn up to $9 per hour
Mayflower Hotel in Plymouth
Call Mary 453-1632

CHARLEY'S SEAFOOD Tavern of Northville is now accepting applications for the following positions:
DAY WAIT PERSONS
HANDMAN POSITION
KITCHEN SUPERVISORS
PREP COOKS - PANTRY COOKS
LINE COOKS - DISHWASHERS
Full or part time available. Days or nights. Flexible scheduling. Good wages and a great place to work. Apply in person: Mon thru Fri., 10am to 10 pm.
43122 W. 7 Mile Rd.
Northville, MI

CHUCK MUER'S Wayne now hiring all positions. Experienced kitchen and dinning room personnel. Contact Leo Bel Jr. between 2 and 4 pm at 35111 Michigan Ave. 326-0633
An Equal Opportunity Employer

COOK, Barperson, wait staff, all shifts available. Apply with in: Reiser's Key-Board Lounge, 1870 Wayne Rd., Westland. Ask for Judy or Bill. 726-8330

COOK/DAYS
Good wages. Apply in person: Leather Bottle, 20300 Farmington Rd., Livonia. 474-2420

COOK
Day shift, full time, 99 bed facility. Apply. Trinity Park West, 38910 6 Mile Rd., Livonia. 464-2772

COOK/EXPERIENCED - Career opportunity. Excellent wages and benefits. Apply in person, 2-5 PM., The Mayflower Hotel, 827 W. Ann Arbor Trail, Plymouth, 453-1620.

• COOKS, with potential of running kitchen
• COOKS, assistant
• TABLE CREW, handle 90 lb. tables
• BANQUET WAIT STAFF
• CONCESSION WORKER, immediate, full time
• INVENTORY CONTROL, 3-4 hours per day
Apply within only, Mon. thru Fri., noon to 6 pm at: Joy Manor, 28999 Joy Rd. (E. of Middlebelt).

COOK, WAIT STAFF, BAR PERSON
Must be experienced. Day & night shifts. Windjammer Lounge, Livonia. 525-7640

COOK
WAIT STAFF
BUS HELP
CASHIER
BARTENDER
BREAD MAKER
Experienced. Apply in person or send resume to:
MITCH'S
4000 Cass Elizabeth
Pontiac, MI., 48054

DALY RESTAURANT
Taking applications for all positions. Day & evening shifts. Free meals, vacation pay, paid breaks, friendly working environment.
● COOKS - up to $6.15/hr.
● WAIT STAFF - up to $3.45, + tips
● CARHOP/DISHWASHER, (up to $5/hr. + tips)
Apply in person:
31500 Plymouth Rd., Livonia

DAY PORTER, day bus person, wait staff days or nights, apply in person 2-4pm Mon-Fri. The Red Timbers Inn, 40380 Grand River, Novi.

DAY WAIT STAFF
Accepting applications for full or part time positions. No experience necessary. Ideal for students. Great team environment with opportunity for advancement & security. We train with pay. Apply at:
D. Dennison's Seafood Tavern, 27909 Orchard Lake Rd. (corner of 12 Mile), Farmington Hills, MI.

DENNY'S
Now Hiring:
Midnight Wait-Staff, $3.35 hr. plus automatic 15% gratuities. Big Bucks, no whammies. Apply now at: 27750 Novi Rd., near the 12 Oaks Mall. 348-3370
An Equal Opportunity Employer

DISHWASHER
Part-time position with some extra duties included for local retirement community. Non-smoking environment. Apply in person to Administrator, Cardinal Retirement Village, 36550 Grand River Ave., Farmington Hills.
An Equal Opportunity Employer

DISHWASHER
START AT $4.50 PER HOUR
Taking applications for full time position to work in senior citizen complex. Good working conditions. Meals & uniforms furnished.
APPLY IN PERSON
Franklin Club Apts
28301 FRANKLIN RD.
SOUTHFIELD

DISHWASHERS WANTED
For private club. Good wages. Full or part time. Apply in person at: Southfield Manor, 25426 Telegraph, Southfield. 352-9020

DISHWASHERS WANTED
Earn up to $5.00 per hour for fine dining Italian restaurant in Plymouth. Please call Chef Tom at 454-1444

FRANKLIN RACQUET CLUB
is seeking part-time night waitstaff for full service restaurant. Exciting work environment and full club membership upon employment. Call 352-8000, ext. 56

GOLF COURSE STAFF
Now hiring waitpersons, cooks, and bartenders for the season. Full or part time. Free golf privileges. Fox Hills C.C., Plymouth. 453-7272

HOST/HOSTESS - full time nights. Bus Persons - day & nights. Apply at: MacKinnon's, 126 E. Main St., Northville.

KITCHEN MANAGER/CHEF
Top pay, incentives, growing company. Immediate walk-in interviews. Sheild's Pizza, 25101 Telegraph Rd., Southfield. 358-2720

LINE COOKS & NIGHT PANTRY
For fine dining Italian restaurant in Plymouth. Call Chef Tom 454-1444

LINE COOK WAIT PERSON
Positions Open
Apply in person at:
El Nibble Nook
27725 W. 8 Mile (at Grand River)
Livonia, Mich
474-0755

MOUNTAIN JACKS
is seeking career-minded, industry-wise individuals for the following opportunities:
• BARTENDERS
• BUS PERSONS
• HOST/HOSTESS
Apply in person anytime
26207 W. WARREN
DEARBORN HEIGHTS

NIGHT GRILL COOK part time. Day waitstaff, part time. Apply in person Mon-Fri between 2-4.
Schoopers Tavern & Restaurant
2325 Telegraph Rd
Bloomfield Hills, Mi

NOW HIRING
Energetic individuals to fill new positions.
• Sales Managers
• Executive Chef
• Sous Chef
• Line Cooks
• Front desk/night audit
• Maintenance
• Banquet set-up/busperson
Apply in person, excellent salary & benefits. 14707 Northville Rd. Plymouth. 459-4500

NOW HIRING
for all positions for new restaurant in Plymouth. Send resume or application to the Executive Chef or Food & Beverage Director, P. O. Box 151, Plymouth, MI., 48170.

NOW HIRING
Servers, Hostess/Host, Bus Persons. Excellent benefits. Apply in person. The Farmington Hills Ground Round, 30005 Orchard Lake Rd., N. of 13 Mile

PART & FULL time positions available for Wait Staff & Dishwashers. Days & eves. Apply at: Sabatini's, 31630 Plymouth Rd., Livonia, 48150

RAM'S HORN-LIVONIA
Now hiring, Cooks, Waitstaff, Buspersons, Dishperson All shifts available. Full and part time. Good pay, good working conditions. Apply: Ram's Horn, Livonian 477-4770

Restaurant
ARBY'S
Roast Beef Restaurant has immediate openings on all shifts. We offer:
● High starting wage
● Frequent wage increases
● Paid breaks
● Vacation pay
● Discounted meals
● Free uniforms
● Retirement program
● Stock program
● Health & dental
● Flexible schedule
Apply in person at
ARBY'S ROAST BEEF
Restaurant on Main Street
Tel Twelve Mall

RESTAURANT MANAGER-NIGHTS
Clean downtown restaurant near RenCen. References. Call between 9AM & 3PM only. 259-0898

Restaurant
The Restaurant Job Fair
Here's How To Earn Well And Enjoy More!
Come meet with a growing national restaurant company that's expanding its team in the Detroit area.
-Plenty of openings for beginners and experienced
-Flexible scheduling with full and part time available
-Multiple locations throughout the Metro area
-Great Benefits, hourly rates and tip earning potential
-Training provided
-Openings include waiters/waitresses, bussers, kitchen crew and host/hostess
Come and meet some terrific people and investigate a great new job.
The Restaurant Job Fair
Two Convenient Locations
To choose From:
Signature Inn
Hoover Road Exit & I-696
Warren, MI.
Monday-March 27-11 AM. to 8 PM.
Tues. & Wed., March 28TH & 29TH, 9 AM - 6 PM.
OR
Signature Inn At The Detroit Metro Airport. Take I-94 to Merriman Rd and Exit North. Wed., & Thurs., March 29th and 30th. 9 AM. - 5 PM.
An Equal Opportunity Employer

SAUTE COOK POSITION
available in a highly-motivated kitchen. Call: 626-3341

Sheraton Oaks
Is Now Accepting Applications for:
• BUS PERSONS
Apply in person Mon-Fri, 8am-5pm
27000 Sheraton Dr., Novi
Equal Opportunity Employer

SNACK BAR PERSONS
For private social club in Westland. Nights & weekends. Must be 18. Competitive wages. Call - leave message: 522-6667

TCBY NOW HIRING MANAGERS
Management experience preferred. Starting salary $300 per week with monthly incentive programs and bonuses. Send resume to: Michigan Yogurt, 6668 Orchard Lake Rd., Suite 200, W. Bloomfield, MI 48322.

THE BUGGY WORKS RESTAURANT
Needs a few good men/women for part time eves/weekends. Minimum age 15. Starting rate $3.75 hr. Raises & promotions based on performance, not seniority. Apply at the Buggy Works Restaurant, 13 Mile & Orchard Lake Rd., Farmington Hills.

THE ORIGINAL PANCAKE HOUSE
is seeking enthusiastic & energetic individuals to fill wait staff positions. We offer benefits including Blue Cross & excellent tips. Flexible hours, weekends & 3 day work week available. Apply in person between 2-4pm at 19355 W 10 Mile.

UTILITY MAINTENANCE person needed Mon. thru Fri., 5 am to 1 pm., $7 hour plus benefits. Apply at: 26550 Greenfield (10½ Mile).

VICTOR'S Novi Inn now hiring experienced wait staff. Apply between the hours of 9-11am or 1:30-3:30pm. 43317 Grand River, Novi.

WAIT & BUS PERSON
Experienced - All shifts. Apply in person: Mitch Housey's, 28500 Schoolcraft, Livonia.

WAIT PERSON needed for downriver restaurant. Apply in person: Moro's Dining, 6535 Allen Rd., Allen Park, MI., 48101.

WAIT PERSONS & Bus Boys Needed
Full time, part time. AM, PM. Flexible hrs. Apply within: Confetti, Orchard Lake Road at Maple.

WAITPERSONS - BARTENDERS COOKS & DISHWASHERS
Apply after 3PM. Mon., Tues., Thurs., & Fri. 47650 Ann Arbor Rd., Plymouth. Ask for Linda or Pete: 459-6947

WAITPERSONS
Ram's Horn Restaurant between 12 & 13 Mile on Orchard Lake Rd. now hiring days or afternoons. Excellent tips. Apply in person. 855-6882

WAIT PERSON Wanted- experienced, for mornings. Apply: Northville Crossing, 18900 Northville Rd., Northville, MI. 348-4220

WAITRESSES/WAITERS
Are you tired of waiting tables? Are you looking for a career in an office environment? If you are a motivated individual with a desire to succeed, we have general office clerical positions available. Full or part time day shift. Southfield location. We provide excellent benefits & working conditions. Call before 11am
352-0379
An Equal Opportunity Employer

WAITRESS/WAITER
Days. Apply in person: Koney Island Inn, Livonia Mall, Seven Mile & Middlebelt.

WAIT STAFF, BUSSERS,
Dishwashers, Cashiers
Apply. Sila Italian Dining
4033 W. 12 Mile, Berkley

WAIT STAFF, COOKS, BUS PERSONS & HOST/HOSTESS needed Apply at Carl's Chop House, 3020 Grand River, Fri., Mar. 31, 1:30pm-3:30pm, ask for Jim

WAITSTAFF
Full or part time.
Flexible hours. White Lake Oaks.
698-1233

WAIT STAFF in Plymouth area. Paid vacation, no holidays. Call after 2pm 453-1883

WAIT STAFF NEEDED
at The Farmington Elks, full or part time. Dinners daily and catered parties 476-1991

WAIT STAFF positions available. Will train with little experience. Apply in person Mon.-Fri., 2-4PM at Beau Jacks, 4108 W. Maple, Birmingham.

WAIT STAFF
References E. of RenCen
Some experience needed.
Call between 9am-3pm: 259-3273

WAIT STAFF
Victorian tea room in Plymouth
10-6 Wed., Thurs., Fri. Call after 2 PM. 454-0777

WAIT STAFF WANTED- with cocktail experience. If you would like to work in a happy, fun atmosphere, apply between 5pm-7pm at: Chaplin's West, 16890 E. Telegraph (S. of 8 Mile) Detroit

WANT OUT OF THE HOUSE?
Be to work 11:30am; home by 3pm. No weekends or holidays. Work in the friendly atmosphere of the Buggy Works Restaurant as a luncheon Hostess/Host, Waitress/Waiter. Apply in person: The Buggy Works Restaurant, Orchard Lake & 13 Mile Rd., Farmington Hills.

506 Help Wanted Sales

A BETTER HOMES AND GARDENS
Office provides FREE PRE-LICENSE training to Qualified Individuals and FREE TRAINING after licensing. Call our NORTHVILLE office manager.
CHUCK FAST
349-1515
SHCWEITZER REAL ESTATE
BETTER HOMES AND GARDENS
20 OFFICES

ACCESSORY PERSON WANTED at HONDA CITY High Volume Motorcycle Dealership. Good pay plan. Must be able to work part-time Monday-Saturday with flexible hours. Call Tom at 565-3366

ACCOUNT MANAGER
Rapidly growing national leasing company has an excellent opportunity for an account manager. Inside sales experience necessary. Send resume to: L.A.C. 30955 Northwestern Hwy., Farmington Hills, MI 48018. Attn: Sales

ACTION - INCOME: Sales Management. $35,000 plus! 20 year old Co. seeks Reps/Managers for new office. For details, 626-0717

ACT NOW! TELEMARKETERS
Part time positions available in the Southfield area. Must be articulate & have 1 yr. minimum telemarketing experience. NO FEE. Call 588-3700
FUTURE FORCE

ADMISSSIONS ADVISOR
for John Casablancas Modeling & Career Center. Experience preferred. Commission plus bonus. Call Pat 553-2097. 455-0700

ADVERTISING SPECIALTY SALES
2 full time sales positions available MUST be experienced at cold calling & closing. 3 month training period
TED RICHARDSON 354-2454

ADVERTISING SALES
If you've ever sold direct mail, newspaper or other forms of advertising, we want to talk to you. We offer salary plus liberal sales commission, auto allowance, full benefits/dental. Macomb/Oakland areas available. Call Howard or Dee. 443-1660

ADVERTISING SALES
Growing advertising firm has super opportunity for proven advertising sales people. For personal interview send resume to IPRI, 31505 Grand River, Farmington, MI. 48024. Or better yet call Mr. Cannon: 473-1355

A GREAT CAREER OPPORTUNITY!
Financial, personal and professional goals can be yours with a career in Real Estate. FREE pre-license training (small material charge). Full time training to give you a fast start. Call Phyllis Stutzmann for appointment.
CENTURY 21
Hartford South
464-6400

A GREAT PLACE TO WORK
AMBITIOUS?
CONSCIENTIOUS?
WE WANT YOU!!
Investigate the exciting world of real estate with
MICHIGAN'S LARGEST REAL ESTATE COMPANY
REAL ESTATE ONE!
Complete Training Program
Call Joe Melnik, Mgr.
Plymouth/Canton
455-7000
Sandy Davis
Westland/Garden City
326-2000

Air Conditioning/Heating Sales
Progressive company seeks agressive sales professional. Competitive prices, excellent earnings. 261-8655

AMBITIOUS TELEMARKETERS
National telemarketing firm is seeking 10 experienced people to work part time evenings, doing fund raising. Hours - 5:30pm - 9:00pm, Mon. thru Fri., and some Saturdays. Great opportunity, up to $10 per hour. For interview, call from 6pm-9pm 350-2396

"APPRAISAL TRAINEE"
Local office of National Organization needs (2) full-time career-minded individuals willing to work hard. We offer Trainer Earn-While-You-Learn, choice of location. Potential 1st year earnings in excess of $22,000. Call DENNIS COHOON 476-7006.

ARE YOU AN experienced sales person looking for a new challenge? Immediate opening at retail gift shop for someone who likes working with people and is ready for some responsibility. Must be able to work a flexible schedule including some nights and weekends. Apply in person at, The Giving Tree, Tel-12 Mall.

A SPECIAL CAREER
We are one of the fastest growing well established specialty promotion items company in the midwest. Due to our success and growth we are looking to add a few dynamic professionals to our commercial sales positions. Must have desire to earn $30k+ the 1st year. Past sales experience helpful. Business gifts, fund raising programs, political campaigns, many more use our services. Complete hands-on training provided. Qualified persons will be placed in our accelerated management program and share in our lead generating referal program. You must be dependable, hard working and bondable. Your attitude, sincerity and energy are our main concern.
If you desire to join a honest and sincere team, call for a no-nonsense factual interview. Call Mon. thru Fri. 10-1pm only.
Marketing Director 342-7280

ASSISTANT MANAGER for full time position with exciting womens' fashion chain. Exceptional applicants should apply to: The Willow Tree, Lakeside Mall, Southfield 355-2620

ATCHINSON FORD
Looking for professional, well-groomed new or used car salespeople. Benefits available. Should have some experience. 697-9161. Ask for Larry Kroll

AUTOMOTIVE SALES
must be dependable and hardworker, good benefits, good pay.
Apply in person
TOWN & COUNTRY DODGE
Farmington 31015 Grand River.

AUTOMOTIVE SALES
must be dependable and hardworker, good benefits, good pay
Apply in person
TOWN & COUNTRY DODGE
Farmington 31015 Grand River

BRANCH MANAGER
Experienced Manager to lead a high volume office. Excellent compensation. Inquiries confidential. EOE
Call Mr. Bartlett, 851-2600
REAL ESTATE ONE

BRIDAL SALES
Full or part time in leading Rochester salon. Call Maggie or Debbie 656-0935

BRIDAL SALES
Responsible individual for sales position at Alvin's Bride in Birmingham. Experience is a must
Call Laura Ad. 644-7492

CAMERA STORE - sales person part time 3-4 days per week, photo knowledge helpful. $4.25 per hour. Apply at: F-Stop, 39293 Grand River, Farmington Hills

CAREER SALESPERSON
Some office & credit duties. 40hour week plus benefits, above average earnings. P.O. Box 87064, Canton, Mich 48187.

CAREERS IN REAL ESTATE
Full time or part time. School teachers can be ready to work by June 1st. Starting 5-day cram course, 2 week-ends or 2 nights for 4 weeks to get your license. Call ERA Real Estate, 685-7370 737-2200

CARPET SALESPERSON
Transportation required, high commission paid. Wayne/Oakland area. New store. Call 8am-5pm. 535-9707

WORK WITH THE BEST!
Century 21 Advantage
We are members of five Board of Realtors and an award winning office! Be aware of how successful you can be. Ask for Barbara. 526-0920

CENTURY 21 - CASTELLI
Put #1 to work for you
Discuss the FREE training for new inexperienced individuals & the on-going in-house training for the experienced sales person & EARN MORE while you learn from the #1 sales trainers in the business.
Call Jack Lucas or Don Castelli today for personal interview
525-7900

CHEMLAWN is hiring outgoing people with good telephone skills for tele sales positions. We will train, no experience necessary, flexible hours, $6 to $8 per hour commensurate with experience. Apply at Chemlawn, 22515 Heslip Dr., Novi, MI 48050. Ask for Mae 348-1700
An Equal Opportunity Employer

CHURCH CONSULTANT
United Church Directories is looking for a hard working, success-oriented individual to work full time in a sales/public relations position. Our 25 yrs. of experience has proven that females as well as males are equally successful. You will be contacting area churches of all faiths. Salary bonuses, benefits & expense paid training school. Send resume to Floyd Braun, P.O. Box 407, St Marys, Ohio 45885

COME GROW WITH US
Millwork shop relocating to Wixom seeks experienced estimater/salesperson for store fixtures and commercial casework. Medical benefits, car allowance. Resume to 4350 Bramblewood, W. Bloomfield, MI 48322.

COME WORK FOR NUMBER 1
CAREER NIGHT
THURSDAY - 7:00pm
CENTURY 21 CHALET
33607 Seven Mile Road
3 blocks West of Farmington Rd
INVEST THIS NIGHT FOR YOUR FUTURE. EXPERIENCE HOW CENTURY 21 CAREERTRAK TRAINING PROGRAM CAN WORK FOR YOU.
FOR FURTHER INFORMATION PLEASE CALL US AT: 477-1600

COMPUTERIZED CONSUMER NETWORK
Looking for network management people, account reps., recruiters, retailers, & international outlets.
A major global marketing system for all professional, salaried, working class individuals with limited time & a need to generate more income
Call 24 hr. Information Line 680-3420

COMPUTER SALES REP
Must possess computer hardware experience. IBM compatible. Salary plus commission 788-0134

COMPUTER SALES
Sales person needed for outside sales of Mico computers. Knowledge of IBM Computers and compatibles a must. 1-2 yrs experience required. Send resume to: R & R Electronics 29700 Vassar Suite 200 Livonia, MI 48152 471-0901

COUNTER SALES - Detroit manufacturing firm has an opening for parts, service and order entry position. Must be good with numbers, must have 2 years experience in selling parts and service at the counter. Knowledge of nuts, bolts, blue print reading and misc. hardware helpful. 931-4923

CUSTOMER SERVICE REP for a national telemarketing co. Full or part time. Responsibilities include: telephone service of existing accounts, coordination of follow up of direct mail responses. Send resume to 30505 Beck Rd. Wixom, MI. 48096

DECORATOR SALES
Part time. Exclusively for our new Farmington Hills or Novi location (Retail & in-home sales) of wall covering & window treatments. Great opportunity. You provide flair, sales experience and enthusiasm, in turn we'll provide paid training, excellent wage & commission structure. Call 583-2501 for decorator position.

DELI SALES
Local food broker has immediate opening for a salesperson to specialize in deli merchandising. Excellent opportunity for a self-motivated, enthusiastic individual looking for some good sales experience in the food industry. Experienced in sales or delis helpful, but not mandatory. Include salary history and daytime phone. Please send resume to: Box 330, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

DIRECT SALES
Create your own financial success by using wholesale access to major companies and services 680-3412

DIRECT SALES
For an established company, good leads, closers only. 532-4067

EQUIPMENT MANUFACTURER
We are looking for a Sales Engineer professional to sell automated systems, material handling equipment, as well as metal fabrication. Experience is not as important as a prime track record with the big three, but is desirable. We offer high commission, guaranteed income, medical insurance, company car, expense reimbursement. The aggressive, successful candidate will be calling on plant engineers & purchasing of established accounts & will be expected to open new accounts as well. Our employees are aware of this ad, please send resume to: Box 328, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150