

Wanted
Glacial

PLY NOW
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IN 40WPM
CESSORS
Words, Display
Word Perfect,
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ICAL POSITIONS
ELD, FARMINGTON
ATIONS
Communication
Are Essential
g Term Top pay plus
s. Call for your immedi-
ent or send resume.
AGA

Greenfield, a 162
field, MI 48075
552-8256

stant Office
ery, Danvers

SALES ASSISTANT
Franchise Dealership
Deputy with Dealership
Assistant Office
Must be Detail oriented,
Reynolds & Reynolds,
Exits a plus. Immediate
Laura Sampey, CPA,
7000.
SALES PARTNER
Wholesale May #250
Ad, MI 48034-6061
MI fees paid

LIVING CLERK
environmental service
an immediate opening
rk. Responsibilities in-
entry, filing, preparation
process, communication
personnel. Experience and

level accounting I & II
or immediate consideration
send resume with sal-
ents to: Ground Water
with: Dorothy Richard,
arch Dr, Farmington

DOE
NG CLERK
must be organized & self
with strong math skills
counting knowledge
ohol. Be ready to grow
personable corporate
d candidate send re-
quirement to:
RA CORP

Human Resources
EOE

BOOKKEEPER

Production House Bookkeeper
Experienced individual to
re/coverable, etc. (see
to: Peachford Corp.
Western Hwy. - Suite E,
Miami 18

BOOKKEEPER
As Borisl has opening
computer experience
data entry, accounts
payable. Call 831-6250

BOOKKEEPER
field based property
company needs bright &
Bookkeeper. Please
to: Bookkeeper, P. O.

DOORKEEPER
will train. Mature per-
son. Call evenings only.
471-2492

1. Accounting
 2. Bookkeeping
 3. Inventory
 4. Payroll
 5. Accounts payable
 6. Accounts receivable
 7. Fixed assets
 8. Cost accounting
 9. Financial statements
 10. Income tax
 11. Business law
 12. Business ethics
 13. Business communication
 14. Business mathematics
 15. Business English
 16. Business computer applications
 17. Business statistics
 18. Business research
 19. Business management
 20. Business organization
 21. Business strategy
 22. Business development
 23. Business planning
 24. Business analysis
 25. Business evaluation
 26. Business improvement
 27. Business innovation
 28. Business transformation
 29. Business restructuring
 30. Business liquidation
 31. Business bankruptcy
 32. Business reorganization
 33. Business merger
 34. Business acquisition
 35. Business divestiture
 36. Business spinoff
 37. Business recapitalization
 38. Business leveraged buyout
 39. Business management buyout
 40. Business private equity
 41. Business venture capital
 42. Business angel
 43. Business incubator
 44. Business accelerator
 45. Business seed fund
 46. Business early stage fund
 47. Business growth equity fund
 48. Business mezzanine fund
 49. Business private debt
 50. Business structured finance
 51. Business real estate
 52. Business infrastructure
 53. Business technology
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PROFESSIONAL
Accountant Paraprofession
for Farmington
in Public Accounting/
experience required.
Tama & Buda, P.C.,

R • P & C Insurance
Experienced. Computer
lease call Mr. Hoffman
557-7188

ER/Receptionist for
used home remodeling
also experienced.
559-1100

SECRETARY • 30
A. Computer experi-
enced. Immediate opening
and salary require-
ments. Software Tools Inc. 15040
South, MI. 48170.
Open: 455-1144

PEI/SECRETARY
painting contractor
one individual. Experi-

R - 3 yrs experience in

BOOKKEEPING
List of Positions

Mark-Louis to \$17K
to \$27K
to \$22K
myrtle to \$18K
358-2300

995-8587
259-1080
824-3100
(517) 429-8387
358-0941
Pay Calls Returned)
Correspondence To:
BERT HALF
Newbern Hwy. #250
D, MI 48034-8081
Big Beaver, #310
MI 48084-4152
100% Co. Paid -
on 3 Continents -
Farmington Hills office

list of varied clerical
typing skills necessary;
experience preferred. Ex-
cellent benefit package.
In confidence to: Citic-
orp Company of Ameri-

URGENT
5 star dodge dealer is
looking for all pos-
sible pleasant working
competitive wages,
benefits and much more.
in of customer service.
Apply in person at
Dodge Service Dept.,
14 Garden City,
one calls please.

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C in B, Wb, L, T, Ro.