504 Help Wanted Office-Clerical

MERKINER
IN HOUSE
Regional office of a major Michigan law firm located in Oakland County has an immediate opening for the above position. The successful candidate will possess at least one year of clerical back ground. Responsibilities include maintenance of kitchen and conference rooms, receptionist back relief and various other duties as needed. If you qualify, please send resume to:
DYKEMA GOSSETT
Human Resources
505 N. Woodward, Suite 3000
Bloomfield Hills, MI 48304
An Equal Opportunity Employer

OFFICE CLERICAL
Car Dealership in need of Clerical help. Experienced preferred. Will train right individual. Apply in person to: Bryan VanDoorn, 34501 Plymouth Road, Livonia.

OFFICE CLERK
Part Time. Experienced in filing, typing, receiving duties. Come in or call: Star Cut Sales, Inc., 23481 Industrial Park Drive, Farmington Hills 474-8200
An Equal Opportunity Employer

OFFICE MANAGER - experienced professional for a small growing company. Accounting, computer, typing & organizational abilities required. Send resume & references to: 315 Wendell, Plymouth, MI 48307

ORDER ENTRY/FOLLOW UP - fast paced, progressive Troy based specialty apparel catalog & internet sweeds company has immediate opening for a detail oriented person with self-motivated & has excellent written & oral skills. Duties include order input & vendor follow up. Successful candidate will be organized & work well against deadlines. Salary+benefits. Call Betty Mon. thru Fri. 8AM-4PM 362-6000

PART TIME - General office, 12-5pm, Mon. thru Fri., for Livonia manufacturer. Call Ms. Ile, phone. Call after 3pm only. 591-1041

PART TIME RECEPTIONIST
Evenings & Weekends. Tel-Twelve Mall. Light typing, filing, etc... Hours per month 75 per week. $4.75 hr. Call between 9am - 9pm: 354-0002

PART TIME Secretary - 25 hrs./wk. Large professional Church near Birmingham. Accuracy and neatness in typing and accuracy with figures essential. Word processing and Lotus skills helpful. Submit cover letter & resume to: 20700 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

PERMANENT Part Time Office Worker needed for Southfield office. No typing required. Mon-Fri, 11-1pm. Call Pat or Debbie. 351-8604

PHONE RECEPTIONIST
Livonia area. Pleasant working conditions. Am preferred. 422-4222

PHONE RECEPTIONIST - Light typing required. Call Debbie at Stewart & Stewart, 645 S. Main, Plymouth.

RECEPTIONIST
Livonia area. Experienced receptionist/secretary. Typing/word processing skills required. Excellent telephone techniques and typing skills are a must. Benefits. Call Mary for an interview at 474-0900

RECEPTIONIST/SWITCHBOARD
Call today for short or long term assignments. Call 425-6226
ETD Temporary Service
An Equal Opportunity Employer

RECEPTIONIST FOR a large local CPA firm. Must have experience. Multi-line Focus Telephone system - 34 lines. Professional environment, full time position, good fringe benefits! Send resume to: Box 48, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

RECEPTIONIST - Full time in Madison Heights medical office. Daytime hours - negotiable. Any medical background a plus. Contact Betty, 585-5115

RECEPTIONIST/SECRETARY
Must be able to draft letters, answer letters. Must be organized. Typing & bookkeeping skills helpful. Call 626-8287

RECEPTIONIST/SWITCHBOARD
Experienced Receptionist/Switchboard operator for busy manufacturing company in Bloomfield Hills. Typing and computer required. Call Tom Sorbet 642-2880

RECEPTIONIST needed for pleasant Bloomfield Hills law firm. Full time with experience in multi-line telephones. Some typing & clerical skills required. Health insurance and benefits. Contact Eileen at: 642-2255

RECEPTIONIST/CLERK - entry level position for full time in Renaissance Center. Typing skills required. Blue Cross benefits after 90 days provided. Please send resume to: 42487 Old Bridge, Canton, MI 48188

RECEPTIONIST
Full time. Must type. Some word processing. Bookkeeping knowledge preferred, but not necessary. Troy/Madison Heights area.
Call Anne Kelly 583-1400

RECEPTIONIST
Immediate opening in busy Farmington office. Position requires person with pleasant professional phone manner. Multi line experience necessary.
Contact Lisa at 478-0005 Ex.315

504 Help Wanted Office-Clerical

RECEPTIONIST - typing, filing & good phone skills required, eves. 3pm-9pm. Call between 9-11am. Ask for Jack Lucas 523-7900

RECEPTIONIST - Livonia chiropractic office. Will train. Apply at: 28404 W. 8 Mile Road, on Mon., Tues., Wed. & Fri. from 9-12 & 3-5

RECEPTIONIST/LEASING AGENT: Self starter, aggressive, typing skills required. Full time position. Mark or Carol, 421-0770

RECEPTIONIST
Needed for busy Bloomfield CPA firm. Professional phone skills required for multi-line system. Position includes filing. Send resume to:
Receptionist
26877 Northwestern Hwy., Ste. 200, Southfield, MI 48034.

RECEPTIONIST/
ACCOUNTING CLERK
Looking for dynamic, cheerful and pleasant person for our small office. Excellent telephone skills are a must. Typing 45 wpm preferred, filing & light bookkeeping & data entry. Lotus & Word Perfect are a plus, but not necessary. Send resumes to: P.O. Box 2165, Livonia, MI 48151.

RECEPTIONIST/SECRETARY
Full time position with national company. Includes answering telephone and other assorted clerical duties. Must possess good general office skills. Pleasant atmosphere in Southfield office. Competitive salary & benefits package. Non-smoking only. Send resume with salary requirements to: Box 458 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

RECEPTIONIST
Full time, 30 hours. 55-7 per hour. excellent communication skills. Light office work. Livonia area. 261-2948

RECEPTIONIST & some word processing. Part time for Bloomfield Hills office (Square Lake/Telegraph area). Call Mrs De Sandre. 338-1870

RECEPTIONIST/SWITCHBOARD
multiple lines. Novi technical, $8.00/hr. Call Susan at Uniforce 477-2931

RECEPTIONIST/SWITCHBOARD -
Rohm knowledge, Southfield high-tech, 37-38/hr. Call Margo at Uniforce 646-8501

RECEPTIONIST - professional Southfield law firm seeks full time receptionist. Good telephone manner and experience with office procedures required. 552-0550

RECEPTIONIST/REAL ESTATE
Several part time positions available for energetic, hard working, dependable individuals. Please call Lisa 737-6818

RECEPTIONIST/TYPIST, must be experienced in WordPerfect software, excellent working conditions & benefits.
Call, 548-6333

RECEPTIONIST/TYPIST
Experienced for busy office. Variety of duties. Benefits. Send resume Attention: J. Wilkins, Excel Industries, 30600 Telegraph, Suite 4875, Birmingham MI 48010

RECEPTIONIST
Novi business systems dealership is looking for a Receptionist. Excellent telephone techniques and typing skills are a must. Benefits. Call Mary for an interview at 474-0900

RECEPTIONIST/TELEPHONE Operator, Bright, amiable person for Importer/wholesaler, Southfield. Typing. Learn word processing/computer lookup. Pay based on experience. Call E. Kapuscinski, 358-5895

RECEPTIONIST - telephone operator for Suburban Nissan + Volkswagen. Full time for the right person with a pleasant personality. Good communication skills and experience a plus. Call Purch Brooks for interview at 649-2300.

RECEPTIONIST/SECRETARY
Immediate opening. Full time position - professional office. Requires excellent phone skills, light typing, some bookkeeping. Mon.- Fri. 8:30-5, Farmington Hills. Salary according to experience. Call Mary:
478-0300

RECEPTIONIST/SECRETARY Dynamic Financial Consulting Firm has diverse and challenging position available. Computer experience required. Send to: Human Resources, Position requires 3 years administrative experience, preferably healthcare. Excellent benefits package. Send resume to: P.O. Box 404, Clarkston, MI 48016

SECRETARY for busy office located in Bloomfield Hills. Should have good typing skills and be familiar with Reliable transcription. 253-9702

SECRETARY
for busy Sales & General Office. General secretarial & telephone receptionist duties. Computer experience helpful. Company-paid benefits. Please send resume & salary requirements: P.O. Box 2784, Livonia, MI 48151 - Attn: Sales Manager

SECRETARY - for Birmingham law firm. No experience necessary. Flexible hours, medical plans, filing, typing, and other duties. 974-4455

SECRETARY
Major specialty steel producer offers a career secretarial position in its local branch service center. This position requires light typing and office procedural skills, personality & appearance important. Carlisle offers a competitive salary and an extensive progressive flexible benefit package. Send resume to:
Carpenter Technology Corp.
446 Executive Drive
Troy, MI 48083

SECRETARY
Part time. Troy. Some college required. Will train on Word Perfect. Call 528-1390

504 Help Wanted Office-Clerical

PROPERTY MANAGEMENT
SECRETARY
Real estate office in northwest suburbs is looking for a secretary with 2-3 years experience in all phases of secretarial & administrative work. Typing skills of 75 wpm and Lotus 1-2-3 experience is required. Property management experience helpful. Competitive benefits package available. Please send resume & salary requirements to:
Mr. Goldbloom, P.O. Box 1748, Troy MI 48099-1748.

Receptionist/
Clerk Typist
Assignments available in Livonia, Southfield, and Downtown Detroit areas for receptionist with switchboard experience. MUST type 40-45 wpm and know Word Perfect. Call Ann at 4pm for appointment. NO FEE EOE.

METROSTAFF
Temporary Personnel Services
569-8700 425-8368

RECEPTIONIST for pleasant Southfield office. Good typing skills and ability to handle busy phones required. Will train on Wordperfect with experience. Excellent benefits. Send resume to: Richard B. Kapus, P.O. Box 2200, Farmington Hills, 48037-2207. All replies confidential.

RECEPTIONIST/SECRETARY
Looking for enthusiastic person.
Duties include:
❖ Answering telephone calls
❖ Welcoming customers.
❖ Light secretarial skills.
❖ Fun, positive atmosphere.
Ask for Phil between 10AM-2PM
277-4777

RECEPTIONIST/TYPIST
Southfield developer seeks an energetic well organized individual for this position. We are looking for a personable self starter with initiative & excellent office skills including telephone etiquette. Salary commensurate with experience, excellent fringe benefits, and opportunity for promotion. Interested applicants send resume and salary history to:
HUMAN RESOURCES/AN
P.O. BOX 824
ANN ARBOR, MI 48107
An Equal Opportunity Employer

RECEPTIONIST/TYPIST POSITION
Available in fast paced office. Full time, general office skills required. Send resume to:
Box #318, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

SECRETARIES
CUSTOMER SERVICE
Suburban company has multiple positions available. All positions require strong organization, attention to detail, word processing experience, stable work history, professional attitude & excellent communication skills. Salary commensurate with experience. Generous benefits & growth potential. Salaries ranging from $17,000 to $23,000. Call or send resume to: Human Resources, Nancy Barr & Assoc., 29836 Telegraph, Southfield MI 48034.
352-2810

SECRETARIES
TO $9/HR.
Immediate openings for people with 10Mkey/hr. or more. Flexible hours, working environment. Long/short term assignments.
ARBOR TEMPS 459-1186

Secretaries/
Word Processors
DISPLAYWRITE IV
WORPERFECT 5.0
Assignments in Livonia, Southfield and Downtown Detroit areas for secretaries with word processing experience. MUST type 55-60 wpm and know Word Perfect or DW IV. PREVIOUS office experience required. Call 9am-4pm. NO FEE. EOE.

METROSTAFF
Temporary Personnel Services
569-8700 425-8368

RECEPTIONIST
Expanding office has a need for Secretary with 3 years + experience, to work in Wayne office, Western suburbs & downtown Detroit areas. Word Perfect and 50 wpm a must. Salary commensurate with 1 year of experience. Excellent benefits. Call Tom Sorbet 642-2880

LEGAL
SECRETARY
Needed for Bloomfield Hills Commercial Litigation Department. Must have litigation experience. Please send resume and salary requirements to:
OFFICE MANAGER, P.O. Box 7228
Bloomfield Hills
MI 48302-0183

Interesting position for internationally minded person for a non-profit organization located in Renaissance Center. Must be computer literate. Call 1-5pm, weekdays. 259-2880

504 Help Wanted Office-Clerical

RECEPTIONIST
Part Time
$7/hr.
We are seeking an enthusiastic, business like, professional telephone receptionist for evenings & weekends. Must be self motivated, self-starter with an excellent telephone manner who enjoys a fast paced environment.
APPLY IN PERSON TO:
National Credit Corp.
7091 Orchard Lake Rd.
at 14 Mile
West Bloomfield

SECRETARY NEEDED for small W. Bloomfield health care company. Must have good office skills. Computer experience desired. Wages $7.00/hr. Call 855-9450

SECRETARIAL CLERICAL
BOOKKEEPING
Shopping Center, Telegraph/Orchard Lake Road Area has an opening in its one person administrative office. Please respond if you possess the following: Type 70 wpm accurately, strong math skills, pleasant phone manner, positive relations manner, energetic self starter, non smoker. Background of real estate experience helpful, knowledge of word processing also helpful. 8:30am-5pm Mon. thru Fri. Excellent benefit package. Respond by submitting resume and salary requirements in written letter to: Box 480 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

SECRETARIAL POSITION

Nursing Home Management Company located in Birmingham has a position for a Secretary with 1 - 2 years of experience. Salary commensurate with experience, excellent fringe benefits, and opportunity for promotion. Interested applicants send resume and salary history to:
HUMAN RESOURCES/AN
P.O. BOX 824
ANN ARBOR, MI 48107
An Equal Opportunity Employer

SECRETARY/RECEPTIONIST
Available in fast paced office. Full time, general office skills required. Send resume to:
Box #316, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

SECRETARY
Strong organizational skills, work independently, computer experience, non-smoking environment. Pay commensurate with experience. Rich Inc. Fitness Source, 23255 Crescent Blvd., Novi, MI., 48050.

Secretary
TRAVEL EDITOR
needs computer literate secretary to administer small office. Familiarity with Macintosh helpful. Large skills. Ability to write news release a plus. Excellent office & telephone skills, positive wage and benefit package. Submit resume and salary requirements to: Ms Sanderson Jones, Box 474, Suburban Communications, 36251 Schoolcraft Rd., Livonia, MI 48150-1299
An equal opportunity employer.

SECRETARY
Typing, phones, filing. Computer experience helpful. Send resume to: Data Base, Send resume to:
P.O. Box 2990 Northwestern Hwy.
Suite 250, Southfield, MI 48075.

SECRETARY WANTED
Wall Street Office. Must have typing and communication skills. Good attitude a must. Light bookkeeping helpful. Call Deborah or Donna, days 946-1470

SECRETARY/word processor, Detroit area. Must have excellent references. WP 5.0 and Officewriter. $9-35.$9.75/hr. Call Contract Uniforce 646-7661

SECRETARY/W. PROCESSOR - Well-paid position for self-starter, wk., 8:30-5, WP 5.0 required. Lotus, Harvard graphics a plus. Exciting atmosphere. One year recent experience. 11 Mile/Lahser. 262-1404

STATE FARM Insurance Agency in Farmington Hills is looking for a Field Service/Sales Rep. Send resume to: 29944 Fernhill, Farmington Hills, MI, 48334.

TELEMARKETING/customer service experience required. Wholesale manufacturer, $18-$18,000/yr. Call Debbie at Uniforce 473-2932

TELE-OPERATORS
Data entry and telephone skills are important to become involved with a growing company in Southfield. Part time entry level positions for morning shift are available. Please call Donna 627-4300

TELEPHONE OPERATOR
Excellent opportunity, 2nd shift, train. Southfield area. Dey, evening or midnight shift. 557-5956

TYPIST/CLERK - Troy, Auburn Hills area, $5.50-$6.50/hr. Call Laura at Uniforce 646-7664

WORD PROCESSING secretary, Southfield automotive, must read Japanese. $18,500-$20,000/yr. Call Chris at Uniforce 357-0645

WORD PROCESSING secretary, WP 5.0/5.1 or DW IV, Detroit college, $400/wk. Call Jerry at Uniforce 646-7661

WORD PROCESSORS
needed - experienced only. Many immediate openings for Southfield, Livonia areas. Must have WordPerfect, 5.0 or 5.1, other software welcome. Apply today

MGM Services
474-7766

WORD PROCESSOR
Nearly - reliable Word Processor needed for fast paced Southfield company. Wordstar or WordPerfect and Macintosh required. Minimum typing speed of 60 wpm. Must be capable of working independently with little direction and function well under pressure. Flexible hours (as required). Send resume to: Word Processor, P.O. Box 2900, Southfield, MI, 48037.

504 Help Wanted Office-Clerical

SECRETARY
Detroit based financial institution has an opening for a full time, hard-working, self-starting person with accurate typing skills (50 wpm), a word processing experience (WordStar a plus) and who should have the ability to take on various responsibilities. Must have an excellent phone manner. Candidates will have the potential for advancement in the financial industry. For consideration send resume to:
Secretary
P.O. Box 779
Detroit, MI 48231

SECRETARY
Full time, non-smoking office. Word-Perfect 5.0 experience a must. Southfield. Call. 358-5445

SECRETARY - Full time for busy Livonia law office. Entry level, will train for legal. Accurate typing skills required. Telephone and word processing helpful. No health benefits. Call 525-3950

SECRETARY
Needed full time for law office, 2 yrs. experience. Legal experience helpful. 559-3630

SECRETARY -Part/time 5-15 flexible hours weekly. Some computer skills required. $5.50/hr. Call Ann at Cuisine Farmington Hills 478-2030

SECRETARY/RECEPTIONIST
Birmingham law firm seeks diversely-oriented person experienced in typing, filing, and phone answering. Salary plus benefits.
Call Cathy at 433-1100

SECRETARY/RECEPTIONIST
Farmington Hills. Monday-Friday, 30 hours. 55-7 per hour. Challenging, high pressure position for non-profit counseling agency. Requires excellent telephone skills, good customer service attitude, computer entry, and math aptitude. Call 347-0600

SECRETARY/RECEPTIONIST
For Dentist office. Part time, afternoon openings. Some experience necessary. Call evies. 348-5464

SECRETARY/RECEPTIONIST, part time. Dependable, detail oriented, self-starter needed for mailing, filing and other clerical duties. WordPerfect and bookkeeping experience helpful. Pleasant office, non-smoking Birmingham office.
Call 644-7880

SECRETARY/RECEPTIONIST
for accounting office. Computer experience and aptitude required. Accounting experience helpful. Pay commensurate with experience. Send resume to Box 310, Observer & Eccentric Newspaper, 36251 Schoolcraft Rd., Livonia, Michigan 48150

SECRETARY/RECEPTIONIST
Organized, outgoing, neat person for busy Southfield office. Must possess excellent phone manner & professional appearance for heavy public contact. Detail & follow-up skills a must. Benefits. Salary commensurate with experience. Call 261-1111 Mon. thru Fri. between 11am-3pm. 358-2727

SECRETARY - service company in Livonia has an opening for secretary. Type 60 wpm, client contact, phones, diversified clerical. $5/hr. Benefits, full time. 399-5322

SECRETARY
Small healthy expanding manufacturer, in Rochester area, needs personable and professional individual to handle secretarial responsibilities. Must type 55 wpm, have good word processing expertise, and excellent organizational skills. Send resume, salary requirements to: Box 468, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

SECRETARY
Strong organizational skills, work independently, computer experience, non-smoking environment. Pay commensurate with experience. Rich Inc. Fitness Source, 23255 Crescent Blvd., Novi, MI., 48050.

Secretary
TRAVEL EDITOR
needs computer literate secretary to administer small office. Familiarity with Macintosh helpful. Large skills. Ability to write news release a plus. Excellent office & telephone skills, positive wage and benefit package. Submit resume and salary requirements to: Ms Sanderson Jones, Box 474, Suburban Communications, 36251 Schoolcraft Rd., Livonia, MI 48150-1299
An equal opportunity employer.

Typing, phones, filing. Computer experience helpful. Send resume to: Data Base, Send resume to:
P.O. Box 2990 Northwestern Hwy.
Suite 250, Southfield, MI 48075.

SECRETARY WANTED
Wall Street Office. Must have typing and communication skills. Good attitude a must. Light bookkeeping helpful. Call Deborah or Donna, days 946-1470

SECRETARY/word processor, Detroit area. Must have excellent references. WP 5.0 and Officewriter. $9-35.$9.75/hr. Call Contract Uniforce 646-7661

SECRETARY/W. PROCESSOR - Well-paid position for self-starter, wk., 8:30-5, WP 5.0 required. Lotus, Harvard graphics a plus. Exciting atmosphere. One year recent experience. 11 Mile/Lahser. 262-1404

STATE FARM Insurance Agency in Farmington Hills is looking for a Field Service/Sales Rep. Send resume to: 29944 Fernhill, Farmington Hills, MI, 48334.

TELEMARKETING/customer service experience necessary. Wholesale manufacturer, $18-$18,000/yr. Call Debbie at Uniforce 473-2932

TELE-OPERATORS
Data entry and telephone skills are important to become involved with a growing company in Southfield. Part time entry level positions for morning shift are available. Please call Donna 627-4300

TELEPHONE OPERATOR
Excellent opportunity, 2nd shift, train. Southfield area. Dey, evening or midnight shift. 557-5956

TYPIST/CLERK - Troy, Auburn Hills area, $5.50-$6.50/hr. Call Laura at Uniforce 646-7664

WORD PROCESSING secretary, Southfield automotive, must read Japanese. $18,500-$20,000/yr. Call Chris at Uniforce 357-0645

WORD PROCESSING secretary, WP 5.0/5.1 or DW IV, Detroit college, $400/wk. Call Jerry at Uniforce 646-7661

WORD PROCESSORS
needed - experienced only. Many immediate openings for Southfield, Livonia areas. Must have WordPerfect, 5.0 or 5.1, other software welcome. Apply today

MGM Services
474-7766

WORD PROCESSOR
Nearly - reliable Word Processor needed for fast paced Southfield company. Wordstar or WordPerfect and Macintosh required. Minimum typing speed of 60 wpm. Must be capable of working independently with little direction and function well under pressure. Flexible hours (as required). Send resume to: Word Processor, P.O. Box 2900, Southfield, MI, 48037.

504 Help Wanted Office-Clerical

TELLER - Full time for Livonia Credit Union. Prior Credit Union experience. Salary based on experience. Apply at: 15420 Farmington Rd. Livonia, MI 48154

WORD PROCESSOR - Macintosh preferred. Plymouth. $18,500-$22,000/yr. Call Jane at Uniforce 473-2931

WORD PROCESSOR - experienced, WP 5.0 or DW IV. Southfield 1mo. assign. $8-$10/hr. Call Sue at Uniforce 357-0037

WORD PROCESSOR - Detroit advertising, will train DW IV or WP 5.0. $7.50/hr. Call Jean at Uniforce 646-7661

505 Help Wanted Food-Beverage

ACCEPTING APPLICATIONS
BAKERS/SQUARE NOW HIRING
• COOKS TO $8/HR
• BUSS TO $4.25/HR
• DISHWASHER TO $8/HR
• JANITOR TO $9/HR
• MANAGERS $21,000+
Apply in person at:
Birmingham - 1000 Rivers
Canton - 5946 Sheldon Rd.
Oak Park - 25600 Greenfield
Warren - 13002 19 Mile

ANGELO BROS. RESTAURANT
Now hiring: Waiters/Waitresses, Busboys, Dishwashers & Pizza Makers. Apply in person after 4pm: 3250 Pontiac Rd., Westland, MI 48185

ASSISTANT MANAGER
Growing, full service, casual theme restaurant, is looking for the right person to join our Management Team. Ideal candidate will have restaurant experience, good people skills and a college degree. This position is ideal for team oriented person able to motivate people and work hard in a fast paced environment. We offer competitive salary, bonus opportunity, comprehensive training, medical, dental, life insurance, paid vacation and much more. Send reply to:
Box 454, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

ATTENTION!
Now hiring bus persons. Apply in person Tues., Oct. 2nd, 9-11AM, 40941 W. 8 Mile Rd., Northville.
❖ BANQUET HOUSEPERSON
Small full service luxury hotel has immediate openings for these full time positions. Great benefits! Please call 348-8800 or apply in person at:
The WYNDHAM HOTEL
42100 Crescent Blvd.
(At Novi Town Center)

BAR HELP - Lake Orchard Lanes. Also Dishwasher, Guys for Restaurant Area lounge. Nice, quiet clientele. Call 531-4780

BARTENDER/MANAGER
Afternoons, Sundays, holidays & some evenings. Good pay & working conditions. Apply in person Mon. thru Fri. between 1-96 & Jeffries at Farmington Rd. 421-9853

BARTENDER-M/F
Experienced, Monday evenings. Call for interview, Bob McDonald, Farmington Hills. 476-1986

BARTENDERS & WAIT STAFF
Experienced. Immediate positions. Up to 37 an hr. Apply in person at: Southfield Manor, 25426 Telegraph.

BILL KNAPP'S
If you are a courteous, dependable, hard working and personable individual, Bill Knapp's wants to talk to you. Bill Knapp's offers Blue Cross dental insurance, profit sharing, annual retirement tickets & excellent wages.
ATTENTION GARAND COMMUNITY COLLEGE STUDENTS
Bill Knapp's offers up to $990 in tuition reimbursement. Choose your Our current openings include, servers, cooks, and hostess/ess. Please apply in person at Bill Knapp's, 3010 24 Mile Rd., Chesterfield Township, or 7400 Dixie Highway, Clarkston.
An Equal Opportunity Employer

BILL KNAPP'S - LIVONIA
located on Six Mile & I-275, is now accepting applications for Servers & Bussers. Full time, Part time, or part time. Good benefits. Apply within, or call Mary at 464-0353

BILL KNAPP'S
now hiring Waiters/Waitresses & Bussers. Please apply in person between 2pm and 4pm at Bill Knapp's, 40900 Ann Arbor Rd., Plymouth
An Equal Opportunity Employer

BOB EVANS - LIVONIA
Seeking aggressive & motivated individuals for Kitchen Management. Excellent benefit package available with wage commensurate with experience. Apply in person at
13911 Middlebelt

BOB EVANS SOUTHFIELD
HIRING ALL POSITIONS.
AM & PM Shifts
Full & Part Time
Apply: 10 Mile & Telegraph

BOOKKEEPER - experienced, full time position for Bookkeeper, Cashier, full time, benefits. 399-5322

BUDDY'S PIZZA, LIVONIA
Now hiring Cashiers, Cooks and Bussers. Excellent wages, flexible scheduling. Work in a team oriented atmosphere. Full and part time hours available. Please apply in person anytime at 33605 Plymouth Rd.

BUS PERSON
Great pay. Flexible hours.
Apply in person 2-5pm
Sweet Lorraine's Cafe
Greenfield at 12 Mile

BUS PERSONS - Flexible hrs.
Full/Part-Time Evenings
Ryan's Tavern, 3100 West Maple
(West of Haggerty) 624-0400

BUS PERSONS & HOST PERSONS
No experience necessary, flexible hours, will train. Apply in person. Mr. Ed's, 423 Main, Rochester. 651-6534

BUS PERSONS
Needed for dry and wet shifts. Responsible, mature attitude. Experience preferred. Apply at:
Golden Mushroom, 18100 W Ten Mile, Mon.-Fri. between 3-6PM.

BUS PERSONS, WAIT STAFF
BARTENDER
Full and part time. Apply in person. Walnut Creek Country Club, 25501 Johns, South Lyon.

BUS PERSON. Round Table Club in Plymouth, must be available for lunch shifts, earn $8 per hour or more including tips 453-1828

CASHIER
full time, 9am-5pm Mon.through Fri. Livonia 462-1144

CASHIER needed Monday thru Friday, 7am-3pm. Apply within:
Shannon's Life Cafe, 2075 W. Big Beaver, Troy or call 643-4538

CASHIERS/DELI COUNTER HELP
Full & part time. Experience preferred. Apply within Attaca Restaurant, 190 N. Hunter, Birmingham

COOK
Lunch Shift, experience necessary. Apply in person at:
OCEAN GRILLE
Birmingham 646-7001

COOKS,
Short order, days, $8 per hour.
12 Hi Pub, Southfield
353-0018

DAY COOK, assertive & neat. Upscale European kitchen. Some knowledge of breadmaking. Apply 30715 W Ten Mile, Farmington Hills

DAY WAIT STAFF
Liquor experience necessary. Flexible schedule. Excellent money. Apply in person: Peabody's, 154 S Hunter, Birmingham

DELI COUNTER PERSON
Full or part time, experienced or will train. Benefits. Troy, Mich. Call 1-4pm 643-7755

DELI SANDWICH MAKER - for Downtown Detroit location. Full time, experience necessary. Call Mon-Fri, 3-6pm. 961-0740

DIETARY AIDE - Dependable head 3 3:00PM-8PM, 7 days, $4.80 per hour. Plymouth Court Nursing Center. 455-0510

DIETARY SUPERVISOR.
Experienced, certification required. Bisetburn Nursing Home, 1312 N. Woodward, Bloomfield Hills. 644-8015

504 Help Wanted Food-Beverage

COOK
Lunch Shift, experience necessary. Apply in person.
OCEAN GRILLE
Birmingham 646-7001

COOK
Part-time for sandwich board
Apply in person:
COZY CAFE
15 Mile/Pierce, Plymouth
Or call after 3pm 455-3310

DAY PREP, Day Cook, Night Cook. Salary commensurate to experience. Day Dishwasher starting at $7. per hr. Day Bartender, Day Busperson. Apply: Mac Donald's Restaurant, 125 E. Main St., Northville.

DISHWASHER/JANITOR. $6/hour, 40 hrs., 7pm-3am. Blue Cross, Holidays Pay, Vacation Pay. Mayflower Hotel in Plymouth 453-1620
Part time weekends also available

DISHWASHERS
Experienced, hours will train. Great for college & high school students. Weekends, evenings. Apply: Fellows Creek Golf Club 728-0105

DISHWASHERS ($5.25 per hr.)
Full/part time nights, flexible.
Ryan's Tavern 3100 W. Maple
W. of Haggerty... 624-1000

DUE TO INCREASED BUSINESS
STOUFFER'S
& JOEY'S COMEDY CLUB
are now accepting applications for Wait Staff, Cashiers, Busboys, Dishwashers, Bus Person, experienced Cooks, Prep & Hostesses. Apply in person after 3 pm at:
36075 Plymouth Rd., Livonia

ENERGETIC PEOPLE-MINDED
Individuals wanted. Full & part time positions available for pizza making and delivery. Hot Foot Club Pizza & Sub. 347-6960

FOOD SERVICE
Help Wanted Part Time.
At our upscale, full service communitarian in Westland and Canton.
Please call. 726-5670

For Hearty
Appetities
Of All Ages
If you want the finer things in life, work with one of the finest restaurants anywhere. Red Lobster has exceptional opportunities for people of all ages. All you need is energy and an appetite for success.
Openings for:
❖ Waiters/Waitresses
❖ Bus Persons
❖ Bartenders
❖ Cashiers
❖ Dishwashers
❖ Day Food Preparation
❖ Day & Night Cooks
❖ Day & Night Utility
❖ Host/Ess
❖ Hostess/Hostesses
We offer:
❖ Full & part time
❖ Flexible scheduling
❖ Great starting salary
❖ Training & Reviews
❖ Meal Discounts
❖ Paid Vacation/Holidays
❖ Profit sharing/savings plan
❖ Eligibility for Group Medical Insurance
You know what good eating is all about. Come and make it an everyday experience. Apply 2-4 PM. daily at:
RED LOBSTER
29850 Plymouth Rd.
Livonia, MI
An Equal Opportunity Employer

MICHIGAN'S FINEST fudge shop! is looking for a fudge maker. Our current employee includes, waiters, cooks, and hostess/ess. Please apply in person at Bill Knapp's, 3010 24 Mile Rd., Chesterfield Township, or 7400 Dixie Highway, Clarkston.

FULL TIME - Morning Prep Man, excellent pay & benefits. Apply at Brown's Fish & Chips 5018 Greenfield, Dearborn. 581-9474

HELP WANTED. Farmington Farm's Restaurant is looking for Waiters & Waitresses. Alt shifts available. Apply in person: 32145 Grand River.

HIRING
AM SERVER
AM & PM BUSSER
WILL TRAIN THE RIGHT PERSON
PLEASE APPLY IN PERSON
CLARION HOTEL
& EXECUTIVE SUITES
31525 TWELVE MILE RD
No Phone Calls Please
An Equal Opportunity Employer

HOSTESS/HOST
Responsible, mature person, some experience preferred. Apply in person between 3 & 5 PM. Friday, Oct. 5. The Golden Mushroom, 18100 W. 10 Mile, Southfield

HOSTESS
WED. - SAT., 5-9pm.
Apply in person
OCEAN GRILLE
Birmingham 646-7001

HOST/HOSTESS
Full & part time. Apply at Mario's, Albans Restaurant, 190 N Hunter Birmingham. 258-5788

HOST/HOSTESS
Up to $7 per hour
Benefits Paid vacation.
Days & Nights. Full & part time
Apply in person:
STEAK & ALE
12 Mile & Orchard Lake
476-5440

HOST PERSON
Mon thru Fri, part-time days $5/hr.
Apply in person
SILVERMANS
Main St. at Ann Arbor Rd Plymouth

HOST PERSON SUPERVISOR
Part time position to work in senior citizen dining room. Must enjoy working with senior citizens. Will train. Mature person desired. Apply in person:
Franklin Club Apts
28301 Franklin Rd
SOUTHFIELD

HOST PERSON wanted, full time days, weekends plus holidays. Call between 10-5pm. Clarenon area Walnut Creek Country Club.

HOSTPERSON, WAITSTAFF, Prep cook, dishwasher, cashier, full or part time. Need reliable, self motivated person. Nipponiki, Farmington Hills 737-7220

JANITORIAL HELP - part time, 4-5 hours a day. Must be handy. Apply in person: Machino's Cafe, 25324 W. Five Mile, Redford. 532-9212

LOOKING FOR EXCITING challenge and opportunities to grow & learn? Join the Ground Round team! Looking for Morning Janitors (up to $5 an hour). Day Servers (homemakers-great opportunity while kids are in school). Cooks with leadership skills (up to $360 week). Hostess/Hostesses with personality that pays. Flexible schedule & excellent benefits. We train & willing to give your best. Apply in person 2-4 pm or 8-10 pm, at:
GROUND ROUND
3310 N. Woodward
Royal Oak

MANAGEMENT CAREER
If your ready to move ahead in your present position consider moving to Hot N' Now.
Excellent starting salary, health benefits, paid vacations and more. Experience in fast food a must. Apply at, 1830 N. Wayne, Westland.

MANAGEMENT
McDonald's experienced only
Now 349-3535
Garden City 425-3330

MANAGER: 3 yrs. food management experience. To $22,000, salary/bonus. Benefits 473-7210
Steven J Greene Personnel

MARIO'S PIZZA now being nurture, dependable person for days & evenings, general help. Apply within 34147 Plymouth at Levan, Livonia.

MARK RIDLEY'S COMEDY CASTLE is now accepting applications for Barbacks and Phone Reservationists. Apply within:
269 E. Fourth, Royal Oak.

NOW HIRING Pizza maker & counter help at Hungry Howie's at Ann Arbor Trail. Call Shelly 281-5660

505 Help Wanted Food-Beverage

MC DONALD'S
- LIVONIA -
NOW HIRING Manager Trainees, host-local marketing, previous McDonald's experience helpful. Also available Crew Positions, all shifts. Start $4.25 to $6 per hour. Homemakers - earn money while the kids are in school. Call 462-9470

MCDONALDS
NOW HIRING
ALL SHIFTS
& MAINTENANCE
Starting wages based on experience. Apply in person at 7 Mile & Farmington Rd. (behind K-marts).

MCDONALDS NOW HIRING!
Days, evenings, nights, 12. Full/part time. $5 per hour to start. Benefits, paid vacation. Apply at: 808 Rochester Road, at Avon.

MEDALLION RESTAURANT is now hiring for dishwashers, days, evenings & nights. Full time experienced Waitress/Host & Bar People. Apply 1-3pm. Trowbridge: 24111 Civic Center Dr. Southfield
ARA Food Service. Call 352-0206
An Equal Opportunity Employer

WE WANT YOU - If you think you have lost what it takes to be a mighty fine Wait Person, Bartender, if you are interested in a job with Am Airlines's hottest new restaurant please apply in person at the Ann Arbor Regent Hotel, 3600 Plymouth Rd. Mon. thru Sun. 8am-5pm.

506 Help Wanted Sales

A CAREER MOVE?
If you have considered real estate, call Tricia Lynch, Mon.-Fri. 9-5, 348-6430 for coffee and complete information. DOC

ACCOUNT EXECUTIVE SALES

Career opportunity with Southeastern Michigan's largest supplier of High Tech Telecommunications equipment, networks, and software. Highest commissions in the industry with bonus, medical/dental, 401 (k) retirement plan, medical/optical/dental insurance, car allowance, and expense reimbursement.

Call Dave Fisher at 489-0148, ext 400 to arrange an appointment. ...

AGGRESSIVE SALES PEOPLE
To market our classified ad in our newspaper. We offer $300/wk. salary, $25 commission, bonuses, repeat sales and weekly bonuses. Call between 10am-5pm for appointment 423-5944

A GREAT PLACE TO WORK!
If you are considering a career in real estate, call Joyce Hesch at
REAL ESTATE ONE, 455-7000
We offer a complete training program to start you on a long term, high-income career.

ALVIN'S
Now accepting applications for full time & part time sales positions. Prefer mature fashion conscious individuals. Hourly plus commission & full time benefits. Apply in person: 249 Pierce St., Birmingham

AMERICAN business expanding! Looking for