EMPLOYMENT

500 Help Wanted

RETAIL SALES PERSON, full time hours between 1 and 3 pm Kitchen Depot, 26770 Grand River between Beech Daly & Inkster Rd.

SALES PROMOTION/MARKETING Part time, mature person, experienced. Livonia. 591-7788 after 5pm

SECURITY GUARDS - needed to work at Ford Motor Co. Dearborn. You must be trustworthy, hardworking and dependable. If ready to train the right person. If you are between 18-21 and a resident of Wayne County (not Detroit or Downtown) call for an appointment 464-1660 An Equal Opportunity Employer

SELF STARTER
Energetic with sales experience. Knowledge of plumbing trade helpful. Must be honest and reliable. Some physical labor also involved. Call Bob Warren at 981-0240

SEMI DRIVER
Over the road work for growing window manufacturer. New freight and sales equipment. Must be capable of unloading. Starting $9 an hr with three 90 day reviews. $200 a month medical insurance. Only applicants please. Jim 543-1720

SERVICE TECHNICIANS
We our a leader in the environmental company looking for responsible individuals in the pest control service. Serious career oriented, strong communication skills, attention to quality & client service a must. Applications accepted at 1101 Ternes, Livonia 261 Rochester Rd., Royal Oak, MI 48067. 547-7545

SWITCHBOARD OPERATOR - some word processing experience required. Pleasant telephone personality. Salary & benefits available. 473-0808, ext 7030

SYSTEMS SUPPORT TECHNICIAN
Federal APIC MCS experience in manufacturer of State of The Art packaging, facility management, service and revenue control systems has an immediate opening at its Corporate Headquarters. Technical Training and Installation support of PC based distributed systems, communicating with mainframe processor environments. Expect to be the heart of this position. The ideal candidate should be self-motivated and able to work independently, performing installation, start up and service. Excellent verbal and communication skills are a must. An AASE degree, DET certificate in Electronics or equivalent technical experience is required. Salary benefits and opportunity for personal growth are the rewards we expect from our industry leader. For prompt, confidential consideration, forward your resume with salary requirements to:

FEDERAL APC
National Service Center
34700 Grafton Rd.
Farmington Hills, MI. 48335
Att: Larry E. Wolfe
An Equal Opportunity Employer

TAKING APPLICATIONS for yard help & light maintenance, part time. Call or visit Wednesday, Jan. 15th at Kingsley Inn on Haggerty Rd. & 8 Mile. 981-8994

TALK...TALK
If you like talking on the phone, then this job is for you. Set appointments for our Rack Housing plus Commission plus Company Benefits. Now hiring part time and full time. Apply in person.
RICH PLACE OF PLYMOUTH
9357 General Dr. Suite 123
off Ann Arbor Rd. near Lilly

TEACHER for Harper Park Community Nursery School. Ages 1-5 years. 1992, Tuesdays & Thursdays. Early childhood or Elementary Ed degree & experience preferred. For our quality program, call Bonnie at 464-1660

27410 Heathermood Dr.
Farmington Hills, MI 48338

TEACHERS - SPANISH E.S.L. With experience for classes in west side area. Mon. thru Fri. 1992-93. John R Dist., Inq. MI 48098-3647

TECHNICIAN assistant
Technician Assistant or Technicians with mechanical ability. Competitive wages and medical benefits. Send resume, list previous employers, students, retirees, those returning job not needed. Apply in person. INVOLVED Call Sandy 10am-1pm 827-4021

TELLER
Full time position. Teller experience required with good typing and math skills. Excellent working conditions and competitive salary and benefits. Apply in person at Plymouth Office 10am-3pm. Michigan Columbus Federal Credit Union, 30419 Ann Arbor Trail, Westland.
An Equal Opportunity Employer

500 Help Wanted

TEACHER/PRE-SCHOOL
Experienced, creative person. Great pay and benefits. Farmington area. 473-0778

Telemarketing

Get Cash For Your Super Bowl Bash!

It takes cash for a proper Super Bowl bash. If you're a little short on bucks, pick up the phone and give us a ring. We'll set you up with a deal that will give you plenty of money in time for the Super Bowl. It is a great atmosphere, fun co-workers, and the opportunity to bring home the bacon. Extended Friday hours today between 5:30 pm and 8:30 pm! Livonia 421-7435 or Southfield 559-4330

TELEMARKETERS
To call and sell seats. Hourly plus commission. Experienced only. Ask for Mr. Brown. 559-3400

TELEMARKETERS wanted immediately. People are calling us to order products. Earn $25-$30 per order. Call Jackson 527-5485, ext F-1020

TELEPHONE SURVEYORS
Local real estate research firm needs people with pleasant telephone surveyors immediately. Must be able to work independently and have excellent communication skills. No selling. Daytime position. Please phone, 1-800-874-8253

TELESERVICES/CUSTOMER RELATIONS
Part time, Evenings for 6 weeks Marketing Services firm located in Farmington Hills has openings for entry level customer relations representatives. Professional and dynamic work environment. Candidate must be able to communicate effectively by phone - outbound calls only.
• Work hours: 6:30pm to 12 midnight.
• Salary: $5.75 per hour.
Please contact
Caroline Sessions - 488-5365
Between 10am & 4pm
Monday thru Friday

TELLER
Part time Teller position at our Northville & Sterling Heights branches. Candidates must have good math, clerical skills & public contact experience. Previous teller experience required. Paid training. 401 K plan. Apply in person between 10am-3pm or call 961-7606 ext. 214

DETROIT SAVINGS BANK
LIVONIA
19962 Middlebelt,
(South of 8 Mile)
NORTHVILLE
250 N Center
(South of 8 Mile)
STERLING HEIGHTS
36800 Ryan Road
(at 18 Mile Rd.)

TEMPORARY & substitute staff needed to work with developmentally disabled in workshop setting. Must be W.C.L.B. trained. Call Linda or Vicky Mon thru Fri, 8-3 329-6118

THERAPEUTIC ACTIVITIES SPECIALIST
Long term care facility is seeking an energetic, responsible individual who enjoys working with the elderly in program planning. Full time position, excellent benefits, challenging work environment, prefer degree in related field. Send resume to Kerry Foy, Director of Therapeutic Activities, 15100 Gratiot Ave. Detroit, MI 48205 W. 7 Mile Rd., Detroit, MI 48219
An Equal Opportunity Employer

TITLE EXAMINER
Transnational Title Insurance Company looking for an experienced Title Examiner. Must have capabilities of handling meets and bounds descriptions. Call Allen Anhony for interview between 8-5pm. 425-7500
Equal Opportunity Employer M/F

TRACTOR TRAILER Drivers needed for local delivery work. Experience preferred. 522-3612

TRAVEL CONSULTANT
Full time, needed immediately. Minimum 2 years travel agency experience. Knowledge of domestic international travel a plus. Call 281-0070 or fax resume 261-0787

TRUCK DRIVERS
We are a leading carrier in the industry having refrigerated freight to the Midwest and East Coast areas. We are looking for those drivers that want to join our team.

If You Have...
• 2 Years Experience
• Tractor/Trailer Experience
• Reefer Experience
• DOT Certification
• Clean Driving Record

We Offer...
• Mileage Pay
• Bonus Pay
• Paid Weekly
• Medical/Hospital Insurance
• Quick Trip Return

Apply at:
THORN APPLE VALLEY
8350 St. Aubin Street
Hamtramck, MI

OR CALL:
1(800)798-1145

500 Help Wanted

GROUP TOUR SALES
CAN-AM Travel, Inc. (est. 1969) is seeking a mature, assertive person to become our sales manager - group tours. The successful candidate will have a minimum of 2 yrs college, (or equivalent), plus previous sales experience in a competitive sales oriented atmosphere. Combination salary plus commission places yearly remuneration in the low 30's.
Apply in person: CAN-AM Travel
3000 Town Center, Suite 2400

TRAVEL AGENT - growing travel agency in Troy seeking part time & full time outbound agents. Premium 1 yr experience. Dedication to detail & professional manner. Salary & benefits. Call Ms. Jackson for immediate openings. Contact JR or Karen. 313-878-1533

TRUCK DRIVER
Full time. Southfield based location. Over the road semi tractor trailer driver needed. Minimum, 5 years driving experience. We are a union shop. Send resume to: Attention: Bill, P.O. Box 5091, Southfield, MI 48086

TRUCK DRIVER/Shipping receiving person. Must have a class B with air brakes & specified endorsements. Must be able to pass a DOT physical & drug test. Start $5.75 per hour. Apply at 843 Amelia, Plymouth, between 8am-3pm.

TRUCK DRIVER WANTED
Entry level position. In local HVAC Wholesaler. $5 per hr. Must have good driving record. Perfect for current HVAC student or recent graduate. Apply in person on Jan. 20th, 9am. 36170 Executive Dr. North Westland.

TYPESETTER/KEYLINER
Temporary part time position available in our Plymouth facility. Responsible in-house printing department. Computer literate. Typesetting experience a must, power page knowledge helpful, will handle news letters, brochure and some design work, needs to understand basic print requirements. Excellent typing & clerical work area involved. Flexible schedule. Send resume & salary requirements to: Kimberley Ellis, Personnel Coordinator, P.O. Box 8201, Detroit, MI 48213

VALET positions available at area hotels. You must have a good driving record and be willing to work out in the cold. Qualified candidates must be between 18-21 and a resident of Wayne County (not Detroit). Call for an appointment 464-1660
An Equal Opportunity Employer

WEATHERVANE WINDOW
Brighton area window & door company now accepting applications for Warehouse & Production positions. Good opportunity for advancement with competitive pay & benefits. Apply in person: 5938 Ford Court, Brighton. 313-227-4900

502 Help Wanted Dental-Medical

ACCREDITED HOME CARE company is currently looking for a certified respiratory therapist or EMT to work on our patient care team. Qualified individual must possess a valid driver's license with clean driving record. For more information contact Linda at 458-5313

ALL CARING Persons interested in or already pursuing a nursing career for the year 1992 are invited to attend a free Open Seminar. Call Jeri. 689-7748

ASSISTANT/RECEPTIONIST
Full time for computerized, West Bloomfield Animal Hospital. Top work skills a must. 851-5202

ASSISTANT - We are looking for a graphic & word processing job to join a team on Wednesdays & Fridays. Must have dental assistance for Canton office. Please call Mindy, 459-5370

BILLERS
IV INFUSION
Minimum 1 yr. experience in home care IV infusion billing. Excellent salary, benefits & perks for expanding company. Start immediately. Contact Patty Rebitz. 932-1170
Harper Associates, 29870 Middlebelt, Farmington Hills, MI 48334

BILLING SUPERVISOR to $30,000
Multi-Specialty Medical Center is looking for an experienced computerized billing system. Need strong people skills to manage billing staff. Desirable location in suburbs, great benefit package. Contact Patty Rebitz. 932-1170
Harper Associates, 29870 Middlebelt, Farmington Hills, MI 48334

BUSY ENT practice seeking experienced, pleasant Medical Assistant with computer, billing & basic office knowledge. Send resume to: 868 Woodward Ave, Suite 305, Pontiac, MI 48341

CERTIFIED NURSES ASSISTANT
Full & part time for luxury senior apartment complex. Trowbridge, 24111 Civic Center Dr. Southfield, Michigan 48034
An Equal Opportunity Employer

CERTIFIED NURSING ASSISTANT
Charterhouse of Novi

A dynamic quality long term care facility at its best is now offering:

• Premium start salary for state certification
• Health, dental, and life insurance
• Paid holidays and sick days, tuition reimbursement.

Why not work for the best! Contact Nora Spano, 477-2000.

CERTIFIED NURSING ASSISTANT. Applications are being accepted at Westland Convalescent Center at Westland

We offer:

• Full or part time positions. All shifts.
• Guaranteed increase over current wage.
• Opportunities for advancement.

Come to a pleasant work environment where you make the difference.

WESTLAND Convalescent Center is a private ownership, quality care facility. Contact: Lisa Boyd, RN, at 728-8100 for an interview.

CERTIFIED NURSE AIDES
• Needed Immediately
• Nursing Homes-Pontiac area
• Top Pay/Bonuses

Temporary Health Care Services
354-6230

CHIROPRACTIC ASSISTANT
Looking for a long-term part-time employee to work Mon., Wed. & Fri. 2:45pm-7:30pm. Clerical skills required. Willing to train qualified individual. 27327 Joy Rd., % bth. W. of Inkster Rd. 532-5561

CNA BONKEY CARE WORKERS
Lakeland a growing company serving the needs of bed ridden clients is seeking to fill the following positions for its inpatient & residential programs. Located in Troy, Franklin & Rochester Area.
CNA's - 8 & 12 hour shifts, full time.
DIRECT CARE WORKERS - 8 hour shifts, full & part time. Contingent positions also available. Call Ann Thru Fri, 8am-4pm 855-8440

CUSTOMER SERVICE REP
Must have experience in the dental or medical field and a minimum of an Associates Degree. Self motivated and people oriented applicants only, need apply.
Call 3-5pm. 462-0550, Ext. 124

HELP WANTED HYGIENIST
3 of our hygienists are pregnant, (we promise it's not in our water). Full time needed in W. Dearborn family practice, several opportunities available. If interested please call to discuss. 565-6825

502 Help Wanted Dental-Medical

CLAIMS EXAMINER
Immediate opening for a full time person with knowledge of medical according to Michigan State Health Care rules, and correctly apply RPO disputed claims. Ideal candidate, detail oriented individual with a minimum of 2 years experience in claims processing. Ability to make analytical decisions on what is allowable, payable and what is not, proficient and explanation of delay of payment, should be able to write advice rejected contrary to providers billing. Print rejected bills. Answer phone calls from providers & agents and assigned client. Please send resume with salary requirements to: 32991 Hamilton Court, Farmington Hills, MI 48334.
An Equal Opportunity Employer

CLERICAL
Immediate opening for a full time person who can type 45 wpm, dictaphone, count, sort and track accounting to state requirements for reporting purposes. Review bills for appropriate form, coding, description, claimant/provider information, and medical review/report, distribute to appropriate staff for processing. Please send resume to: Medicare Services, Inc., 32991 Hamilton Court, Farmington Hills, MI 48334. Salary commensurate with experience.
An Equal Opportunity Employer

CHIROPRACTIC ASSISTANT
Expanding medical office in Livonia. Apply Bower's Chiropractic Clinic, 13942 Merriman Rd., 1 blk. N. of Schoolcraft.

CONTINGENT Data Entry Clerks - Requires a high school diploma or equivalent, 1 year clerical experience, ability to type 45 wpm accurate. Call Ann Arbor Temps at 995-0530 for a listing of current opportunities.

DENTAL RECEPTIONIST
Experienced, needed full-time for Livonia dental office.
Excellent pay, benefits & bonuses.
Southfield. 355-9800

DENTAL ASSISTANT: Are you experienced in becoming a Dental Assistant, or are you already an experienced Dental Assistant? If so we are extraordinary opportunity to learn or expand skills & to advance professionally in a high quality specialty practice. Call 357-3220

DENTAL ASSISTANT/CHAIRSIDE
In western suburban office. Experience preferred in a general dentistry. Enclose resume and salary requirement to Box 748 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

DENTAL ASSISTANT
Needed for Mondays & Saturday mornings for friendly office in Livonia. Call. 437-9591

DENTAL ASSISTANT
Oral surgery experience. Definite area. Monday, Tuesday, Friday & Saturday. Benefits. 697-7799

DENTAL ASSISTANT
Friendly Westland dental practice seeks full time receptionist/dental assistant. Experience preferred. Some evenings. 729-2366

DENTAL ASSISTANT
Part-time. Experience preferred. Keego Harbor.
682-5190

DENTAL ASSISTANT, with front desk experience, for growing practice in Milford. 4 day week, no Saturdays. Full or part time opportunity. Salary plus benefits. Call for appointment. 685-0841

DENTAL ASSISTANT
experienced, chair side, benefits for long term position. Call 476-1300

DENTAL ASSISTANT - Garden City. 4 day week, no weekends or holidays. Pleasant, unique opportunity. Experienced only. After 6pm 981-9062

DENTAL ASSISTANT
Canton family practice, 25 hours per week. Experience necessary. 455-8844

DENTAL CHAIRSIDE OPPORTUNITY - FULL TIME position available for W. Dearborn family practice, location near Ford. Immediate introduction with good communication skills, positive attitude, enthusiasm. Excellent salary & benefits package. Call 565-5558

DENTAL HYGIENIST
Needed for general dentist's office in Livonia.
Please call 533-7542

DENTAL HYGIENIST
Outgoing dental hygienist needed, part time for personable Livonia family practice. 425-4530

DENTAL HYGIENIST
Needed for part time position in Plymouth office. Must be progressive & enthusiastic. Call. 455-1190

DENTAL HYGIENIST for friendly family preventive practice, emphasis supervised quality care patients, ideal soft-tissue program. 1-16 days per week. Northville. 348-4210

DENTAL HYGIENIST - Part Time for a friendly & progressive office in W. Dearborn. Approx. 10-20 hrs per week. 278-7100

DENTAL HYGIENIST
Our progressive practice announces an excellent career opportunity for a Dental Hygienist. The ideal candidate should be bright, energetic and have a minimum of 2 years experience. We offer a part time position for 2 days a week, no Saturdays. Please join our team, where professionals are truly appreciated for their involvement and talent. 453-2840

DENTAL HYGIENIST - Great Westside office looking for experienced, friendly person to work 1-2 days/week. Call Beverly at 416-7360

DENTAL HYGIENIST for part time position in progressive, fun dental office. Must lead to full time position with benefits. 788-1110

DENTAL HYGIENIST - Stable, well-established practice seeking part or full time hygienist. Excellent salary, benefits. Call Jackie 261-7210

DENTAL HYGIENIST - Female dentist needs dynamic person for family practice. Modern office, equipped with STM program. 2 days. 559-1188

DENTAL HYGIENIST for growing Livonia practice. Experience with sonic scaler a must. Part time, flexible days, no Saturdays. Call for appointment. 425-0941

DENTAL HYGIENIST, part time, to join excellent team in Plymouth. Wednesday and some Saturdays. Top pay for a top notch Hygienist. Please call 453-5840

DENTAL RECEPTIONIST
Full or part time. Experience in insurance and computers helpful. Dental background helpful. Farmington Hills area. 477-4290

DENTAL RECEPTIONIST
For busy Southfield dental office. Experienced, with professional attitude. Pleasant working conditions. 4 day work week with some evening appointments. Salary negotiable, with benefits. Ms. Call Jamie. 557-4820

DENTAL RECEPTIONIST
Full time position in Livonia. Experience preferred, but willing to train. 879-7785

DENTAL SECRETARY - our Canton office is looking for a warm, friendly person to help our patients enjoy their visits. Dental experience a plus. Full time, no Sat. Please call Mindy 459-5370

DENTIST - Excellent opportunity in modern Birmingham general practice for Associate/ship with potential future partnership. 646-3515

DENTAL CARE STAFF NEEDED
Reliable person, trained if possible. Must be able to work any evening. Call 1pm-6pm. 937-8316

HOLTEN TECHNICIAN needed to scan. Midnights. Good wages & benefits. Send resume or apply to: Physiological Imaging, 21905 Van Born, Taylor, MI 48180

HOME HEALTH AIDES
Experience only. Excellent pay & benefits. FAMILY HOME CARE, (313) 455-5483 or (313) 620-6677

502 Help Wanted Dental-Medical

DENTAL SECRETARY
Full time, 3-4 days/wk. for Bloomfield Hills dental office. Must have background in dental insurance and posting. Ask for Char 644-8187

FARMINGTON DENTAL OFFICE is seeking a front desk person to join our team. Ideal candidate will be a people oriented individual who will be rewarded for her skills. Excellent benefits. Competitive salary. 474-4800

FRONT OFFICE
Livonia dental office is seeking a receptionist. Medical/dental insurance, location skills, both written & verbal typing skills are important. Experience preferred. If you want to join a quality team in a fun participation makes a difference please call Preferred Dental Group: 981-3636

HOUSE HEALTH AIDES
EXPERIENCED
• Eligible for benefits
• Competitive pay
• Mileage reimbursement
Our home care agency serving Western Wayne county suburbs. Must have experience working with the elderly, disabled or elderly. Demonstrated reliability. Must be dependable & have own transportation & MUST! To apply call 455-9000

UNITED HOME CARE

HYGIENIST
Full time position for progressive dental office in Farmington Hills. 474-2780

HYGIENIST - Wanted a gentle person for a friendly family practice in Livonia office. Mon., Tues. & Thurs. 9:30am - 2 Eves. per month. Begin 12 noon. 427-6833

HYGIENIST
Excellent opportunity for a full time position working in a progressive group practice. Top pay, bonus and many benefits including a bonus system. 722-5133

HYGIENIST
Full/part time. Earn up to $25/hr. on bonus plus salary and/or percentage. Our practice is growing with our software management system. Candidate need highly skilled and motivated person. Call 358-0358

IMMEDIATE OPENINGS
for both an experienced NUCLEAR MEDICINE TECHNOLOGIST and experienced X-RAY TECHNICIAN for Westland office. Good benefits & working conditions. Call 844-3741, 388-1830

INSURANCE BILLER
Permanent full time position open to person seeking long term employment. Mon., Wed. & Fri. 8:45am-12:30pm. Tues & Sat. 8:45am-1:30pm. Jerry Therapeutic, 27527 Joy Rd., ¼ blk. W. of Inkster. 522-5301

LAB TECHNICIAN/
MEDICAL ASSISTANT
For West Bloomfield internist. Tuesday and Friday. Darlene 855-1441

PART TIME MEDICAL ASSISTANT
For podiatry office. Experience helpful, but not essential. 15 Mile and Dequindre area. 548-8717

Medical Assistant

Need excellent assistant for active Medical Podiatry practice. Starting salary $7.25 per hour & higher. Full & part time, excellent benefits. Mon. thru Fri. hours are.
478-4639

MEDICAL ASSISTANT
Full time. Experienced, reliable, neat & caring. Call Dr. Gaudi 533-5500

MEDICAL ASSISTANT
MUST BE EXPERIENCED
Part & full time positions available for busy internal medicine office in Redford area. Call after 10am.
478-0035

MEDICAL ASSISTANT
Experienced in X-Rays & venipuncture. Full time with two of Dr. Gaudi's Madison Hts Call Norma, Mon., Tues., Wed., after 3pm. 543-0800

MEDICAL ASSISTANTS - 1-2 yrs experience. Busy back-ground guarantees higher pay! Work when you want - full time weekends. $1240 to $1420 per month. Weekdays, Temps welcome. 443-3590

MEDICAL ASSISTANT
Needed for fast paced Westland practice. Flexible hrs. Must be mature & dependable. Willing to train applicant who has some medical background. Send cover letter & resume to: 35210 Nankin Blvd., Ste 301, Westland, MI 48185

MEDICAL ASSISTANT
Needed for cardiologist located in Farmington Hills. Must have Medical Knowledge of EKG, and stress testing needed. Excellent opportunity for the right person. Monday-Friday, full time. Send resume to: C. Vogt, 31555 Northwestern Hwy., Suite 300, Farmington Hills, MI 48334

MEDICAL ASSISTANT.
Full time position available for busy Internist's office. Must be experienced in office/clinical setting or complete training program. Call or fax resume to: Attn: Office Manager, 31 Kercheval Ave. Grosse Pointe Farms, MI 48236. Fax 881-3611

MEDICAL ASSISTANT/NURSE
Part time for busy OBGYN office. Flexible for afternoon & evening hours. Birmingham. 647-8368

MEDICAL ASSISTANT - Part time for pediatrician's office in Garden City. Experienced only. Typing a must. Please call 421-4192

MEDICAL OPPORTUNITIES

MEDICAL ASSISTANTS

Part time position in our South Lyon facility and contingent at Milford. Duties will consist of weekdays, Saturdays and evenings. Must have 1 yr. medical assistant experience in office/clinical setting or complete training program. Must be at our satellite as part of a formal Medical Assistant Program. Certification preferred and 6 months clerical experience.

PATIENT REGISTRARS

Contingent positions currently available for Registrars at our Beaumont in South Lyon and Milford. Schedule includes weekdays, evenings, Saturdays and holidays. Must have 1 yr. related experience to include medical terminology, CPT/ICD9 accurate typing and/or proficiency on computer keyboard. Prefer additional experience with ICD-9 Coding and various health insurance plans.

We are accepting applications at our Novi location, 12 50pm-4pm Mon. thru Fri.

PROVIDENCE

Novi Medical Center
39500 West 10 Mile
Novi, MI 48375
An Equal Opportunity Employer

MEDICAL RECEPTIONIST
Part time. Busy Livonia doctor's office needs a sophisticated Medical Receptionist approximately 20 hours per week. 421-2940

MEDICAL RECEPTIONIST - needed full time for busy derm office. Experience helpful but not required. Send resume to: 25510 Plymouth Rd., Redford Twp., MI 48239. Attn: Or call Julie, 937-1200

MEDICAL SECRETARY Receptionist with Billing for busy office. Part time. Some days, some evenings. Birmingham. Good pay. Reply to Box 774, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

MEDICAL TRANSCRIPTIONIST
Position available w/Plymouth transcription service. Transcription location, experience a must, 30-40 hrs/wk. Send qualifications to: Transcriptionist, 8357 General Dr., Suite 13 A, Plymouth, MI 48170

NEW MEDICAL OFFICE -
Seeking medical personnel for a family practice office. Receptionist, Medical Assistant and Medical Biller needed. Experience preferred. New grads welcome. Professional, outgoing and dynamic personality required. Please respond to: P.O. Box 250426, West Bloomfield, MI 48323

502 Help Wanted Dental-Medical

MEDICAL BILLER
Full time for busy Clinton township office. Must be familiar with medical billing experience & good patient communication skills required. BDM Computer system. Salary commensurate with experience. Send resume to: box 758 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

MEDICAL COLLECTIONS
Part time. Looking for an experienced individual with a strong collections & follow up background. Familiar with MBS system, dermatology experience preferred.
Call Dermatology. Send resume to: Medical Collection Position, 32841 Middlebelt, Farmington Hills MI 48334 Attn. Ms. Wallace

MEDICAL RECEPTIONIST
Full time for busy dermatology office in Northwestern Oakland County. Approximately 45 hours per week includes Monday evening. Thursday morning & Saturday. Scheduling appointments, filing, typing, and computer. Experience preferred. 569-1858

MEDICAL BILLER
Developed medical practice.
Full time. Livonia area.
Call 464-8400

MEDICAL RECEPTIONIST
SECRETARY
MUST BE EXPERIENCED
for busy family practice in Novi area. Must be able to work flexible hours. Salary commensurate with ability.
MEDICAL RECEPTIONIST
Full time. Madison Heights area.
Call 585-3300

MEDICAL RECEPTIONIST full time in busy pediatric practice. Experience preferred. Knowledge of Medical Hard Lake area. Call Barb, 477-0100

MEDICAL RECEPTIONIST NEEDED
Full time position for Novi. Experience required. Afternoon/evening shift. Call Beth: 313-347-4290

MEDICAL RECEPTIONIST
ASSISTANT - For Rochester Pediatrics. Experienced, part time, some Sat. Call 852-9028 or fax resume 852-9029

MEDICAL RECEPTIONIST
Full time. Must have experience, knowledge of medical terminology preferred. Call Sandy Mon-Fri, 8am-5pm. Mon. thru Fri., ask for Michelle 853-5630

MEDICAL SECRETARY
National medical management company located in Farmington Hills is seeking an individual with excellent organizational, typing, filing, data entry & verbal & written communication skills. Medical background helpful. Excellent benefits package. Salary dependent on experience. Pay rate $6-$8/hr. Please send resume to Medicare Services, Inc., 32991 Hamilton Court, Farmington Hills, MI 48334, or contact Diana at 488-5260
An Equal Opportunity Employer

MEDICAL TRANSCRIPTIONIST
Experienced medical typist for dictation office. Must be flexible and be a self-starter. Please send resume to: P.O. Box 87, Westland, MI 48185

MEDICAL TRANSCRIPTIONIST
Rochester Hills area. Hand surgeon. Two days per week. Tues & Thurs. Must be familiar with medical terms. Transcriptionist. Salary commensurate with experience. Fax resume to: Office Manager, 453-5190 Suite 200, Suite B, Rochester Hills, MI 48307

CERTIFIED NURSE AIDES

We are looking for mature, dependable people, and have a love and caring attitude for the elderly. Willing to work on our afternoon shift. Call Jeff Bailey for an interview or fill out application
Whispering Pines Convalescent Home
43455 W. 10 Mile Road

NURSE AIDE
Male or Female Home Health Aide needed for Mt. Clemens area. Call City. Call MSH between 8am-4pm Mon thru Fri., 307-8377

NURSE AIDE - Must be certified. Weekends only. All shifts. See Mrs. Ferguson. Fairlane Convalescent, 9333 Newburgh Rd., Westland, near Joy Rd. No calls!

NURSE AIDES

Growing home care agency is seeking qualified experienced personnel for our Bloomfield Hills, Farmington, Oakland County, Choice of Days & Hours. Call between 10am - 4pm Monday thru Friday

NURSING UNLIMITED
540-2360

NURSE - Full time for a busy GYN office in Farmington Hills/Novi area. Experience preferred. Call Joan or Sue, 9am-1hrs 334-9330

Nursing

STATE CERTIFIED NURSING ASSISTANTS

Four Chapters Convalescent Center has positions available for State Certified Nursing Assistants. Full time, part time, weekend, and night shift. We offer an excellent salary, insurance benefits and a pleasant and working environment. For immediate consideration, please apply in person or call

FOUR CHAPLAINS
CONVALESCENT CENTER
28349 Joy Rd.
Westland, MI 48185
(313)261-9500
An Equal Opportunity Employer

OFFICE MANAGER
Busy Dental Office needs experienced Manager. Excellent pay and benefits for the right person. Call Peggy Berg and dental experience helpful. Ideal candidate will have supervisory experience required. Send resume and salary history to Box 278 Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150
An Equal Opportunity Employer

ORTHOPEDIC TECHICIAN

Full-time position for LPN with 2 years surgical experience. Orthopedic experience preferred. Send resumes to: S Giacalone

DMC Health Care Centers
Redford
23241 W. 8 Mile Rd
Detroit, MI 48219

Affiated with The Detroit Medical Center, an Equal Opportunity Employer

PODIATRIC ASSISTANT
Some front office work. Experience helpful but not necessary. Ask for Maureen. 538-2242

RADIOLOGY TECHNOLOGIST
Contingent basis for radiology clinic but be available on weekends, days only. Dearborn location. Send brief resume to Box 848, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

502 Help Wanted Dental-Medical

OPHTHALMIC TECHNOLOGIST
Approximately eight week assignment beginning in February. Must be 21 of, with refractometry and pressure testing experience and willing to travel to 2 locations. Please call D. Cross at 992-3600.

DMC Health Care Centers
Woodland
Located at 12 Mile, near Novi Rd.

Affiated with The Detroit Medical Center, an Equal Opportunity Employer.

PATIENT CARE COORDINATOR
Bloomfield Hills Internal Medicine. Requires experience with discharge planning, case management, insurance authorizations, & direct care. Contact Patty Rebitz 932-1170
Harper Associates, 29870 Middlebelt, Farmington Hills, MI 48334

PHYSICIAN'S ASSISTANT
Needed for cardiologist located in Farmington Hills. Knowledge of EKG, stress testing & medicine necessary. Full time, Mon-Fri. Send resume to: C. Vogt, 28395 Orchard Lake Road, Suite 300, Farmington Hills, MI 48334

PODIATRY OFFICE
In Plymouth needs mature person, part time.

RECEPTIONIST SECRETARY: Full time, for busy Orthopedic Surgeons office. Benefits Available. Experienced preferred. Call. 334-4538

RECEPTIONIST ASSISTANT - part time. Must be casting Mon., Wed., Mon thru Fri., 1-7pm. Sat. 8:30-noon. Call Levine Dental 355-7666

RECEPTIONIST - Busy Dentist, part time, pleasant yet busy OB/GYN office. Send resume to: J. Deeds, MD, 390 Park, #109, Birmingham, MI 48009

REGISTERED NURSE
Needed for cardiologist located in Farmington Hills. Knowledge of EKG, stress testing & cardiac medication necessary. Full time, Mon-Fri. Send resume to: C. Vogt, 28395 Orchard Lake Road, Suite 300, Farmington Hills, MI 48334

REGISTERED NURSE
Metro Medical Group, a division of health alliance plan, has immediate opening available for an RN at our Southfield medical center. The position is full time, day shift. We are seeking an individual with a current Michigan RN license & 1 year experience. We offer a competitive starting salary and full benefit package. Interested applicants please send resume to: The Human Resource Department
Metro Medical Group
1800 Tuxedo
Detroit, MI 48206
An Equal Opportunity Employer

RN EXECUTIVE - CLINICAL SUPERVISOR
JCAHO accredited private duty health care agency located in Farmington Hills looking for a highly motivated RN with administrative, clinical skills. Retail/case management experience preferred.
Excellent salary/benefit package
Call Linda Mon. thru Fri. 8am-4pm

851-6567

RN's, LPN's HOME HEALTH AIDES
Work for the only U of M affiliated home health care agency.
VISITING NURSE ASSOCIATION
Prior experience required, prepaym paid for high tech skills. Live-in situations now available for home health aides along with night shift for nurses with coached preceptor skills. Many assignments available throughout SE Michigan. Call Today!
Northville 313-348-0234
Brighton 313-227-4800
Anywhere 313-830-0050

RN'S - LPN'S: We need your Home care, start rate!
FAMILY HOME CARE
453-5683, 229-5683, 620-6677

RN'S/SUPERVISORY RN

Progressive CARF and AOA suburban rehabilitation facility is seeking qualified nurses for rapidly full-time Midnight Supervisor. Additional 2nd or 3rd Nursing Home Supervisor openings for full-time staff RN's for the day shift. Competitive salary and benefits provided. Please submit resumes to:

Human Resources
Southfield Rehabilitation Hospital
22401 Foster Winter Drive
Southfield, MI 48075
or call
313-423-1458

RN - SUPERVISOR: Experienced for Medicare home care agency. Full time. Excellent pay & benefits. Call Family Nurse Care. 229-0300

SECRETARY - Excellent permanent part time position for experienced bookkeeper self-starter. Good pay. Send resume to: 3788 Lincoln, Bloomfield Hills, MI 48301

TECHNICIAN
For 24 hour holter scanning, part time. Farmington Hills area. Program system. Send resume to: C. Vogt, 28395 Orchard Lake Road, Suite 300, Farmington Hills, MI 48334

TELEPHONE RECEPTIONIST - 40 hr week. Start $6/hour. Livonia area. 427-1580

TYPIST, full time, 8am-2pm. FILER, day shift, full time. LAB ASSISTANT, day and night shifts available. Apply in person.
Detroit Bio-Medical Lab
23915 Freeway Park Dr., Farmington Hills, 10 Mile Grand River area.

ULTRA SOUND technician needed for most exercise, extra for ultrasound experience preferred. Send resumes or apply at: Physiological Imaging, 21505 Van Born, Taylor, MI 48180

X-RAY TECHNICIAN - part time for mammographic, 30-35 hours a week. Excellent pay. Birmingham. Reply to Box 774, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

X-RAY TECHNICIAN/PART TIME
For orthopedic office, two 10 hour days per week. Excellent salary & fringe benefits. Call 780-8540

X-RAY TECHNICIAN. Full time for 1 physician office. Preferably with medical assistant skills. Birmingham area. 647-7280

XRAY Technician needed for mobile unit in nursing homes. Must have or registry eligible. Send resumes or apply at: Geriatric Mobile X-Ray, 31521 Vandorn, Taylor, MI 48180

X-RAY TECHNOLOGIST
Full time for Farmington Hills office. Mammography experience preferred. Call Linda 855-4700

504 Help Wanted Office-Clerical

ACCOUNTANT/BOOKKEEPER
Needed for weekend day work. Prefer someone who is detail oriented. Duties include daily reconciliation, some accounts payable and payroll. Contact Carol Lupha, 2063 W. Big Beaver, Troy

ACCOUNTING ASSISTANT
Full-time, entry-level engineering consulting firm in Southfield. Accounting degree and PC experience required. Non-smoking office. Send resume and salary requirements to: Box 792
Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150

ACCOUNTS PAYABLE
Experience preferred, but not required. Apply at: Switchboard, Ryan at Oak Ford, Woodward, between 11 & 12 Mile.

ADMINISTRATIVE ASSISTANT
Troy publishing firm has open position requiring strong organizational, organizational & WordPerfect skills. Resume & salary history to: Motor Publications, 2600 Crooks Rd., Troy, MI. 48084.

504 Help Wanted Office-Clerical

OFFICE ASSISTANT - temporary part time position is available to assist manager with clerical functions of 150 + unit residential property in Detroit. Excellent communication & basic office skills required. Knowledge of Section 8 Subsidized Housing preferred. Send resume & salary requirements to: Part time, Box 8844, Observer & Eccentric Newspapers, 36251 Schoolcraft Rd., Livonia, Michigan 48150.

HOME HEALTH CARE COMPANY
Looking for sharp individual to do their accounts payable & accounts receivable. Must have typing skills & good phone manners. Medical billing helpful, but not necessary. Please call Tess Monroe: 459-3118

ACCOUNTING CLERKS
We need your services for immediate temporary openings. Computer literate, with good skills a plus. Call or send resume

ACCOUNTANTS ONE
24133 Northwestern Hwy., Suite 203
Southfield, MI 48075

354-2410

ACCOUNTS PAYABLE
Prestigious corporation needs detail orientated person with uniform service. Call Cara at UNIFORCE 557-7000

ACCOUNTS PAYABLE/General Office
Light bookkeeping experience helpful. Detail oriented with strong math skills. Knowledge of basic word computer experience Call 851-3434

ACCOUNTS RECEIVABLE CLERK
Entry level position in Livonia for manufac