500 Help Wanted

MARKETING RESEARCH
Field Direction. Bright, energetic person needed to provide supervision of data collection contractors for In-house Wats telephone interviewing and supervising CATI capability. Requires ability to communicate and motivate, management skills, held supervisory experience. Knowledge of survey process a definite plus. Send resume including cover letter indicating career goals and salary requirements to: Tee-Marks/Associates, 27300 W. 11 Mile Rd., Suite 500, Southfield, MI 48034

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Commissions Sales. Full-time. At least 2 years experience required. Salary + commissions. 569-2247

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Indian Trails Motorcoach is now accepting applications for Drivers to work out of our Taylor facility. Experience not needed. We provide training. Must have good driving record, at least 21 yrs. old and demonstrate good customer relations skills. Call 8am-5pm for more information and application. 963-3090
FULL TIME ONLY
Call Personnel 351-8700

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Experienced Short/long term, part/full time. Close to home, no fees. TEMPSTAFF 645-0900

NATIONAL UPSCALE CATALOG COMPANY needs Order Takers for incoming calls. Hourly + commission, full time. Must available for days, evenings and weekends. Apply at: 22790 Heslip Drive, Novi (Off of 8 Mile, between Novi Rd and Meadowbrook Rd.)

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Application due by March 16, 1992 at Parks and Recreation, City of Southfield, 26000 Evergreen Road, Southfield MI 48076

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You will be responsible for maintaining records of payroll for 300 employees, such as T&A and flexible spending accounts, and monitoring and maintaining work comp information. Additional responsibilities include processing Medicare payroll and providing financial and non-financial reports as required. You will be responsible for compliance with federal, state and local tax reporting requirements.

The successful candidate will have a Bachelor of Business Administration degree, preferably with concentration in accounting, certification as a CPA or professional preferred, a minimum of three to five years current experience in payroll management, and the ability to work with multi-site payroll required. A working knowledge of Microsoft Windows and computer systems is necessary, knowledge of Lotus 1-2-3 required. In LOTUS 123, intermediate level.

Amicare will match your skills with a competitive salary and a comprehensive benefits package. To apply, please send your resume to: Human Resources, AMICARE HOME HEALTH CARE, 34605 W. Twelve Mile Rd., Farmington Hills, MI 48331. Achieving Workforce Diversity Through Affirmative Action/Equal Opportunity Employer.

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RECEPTIONIST - new car dealership. Light typing & good phone skills needed. Full time. Fax 643-4330 Call Ron at 643-8100

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