

# EMPLOYMENT

**504 Help Wanted Office-Clerical**  
**OFFICE/RECEPTIONIST**  
 Immediate part time position for the following: 15-20 hrs per week \$5.00 per hour. Call 471-4343  
**OFFICE MANAGER/BOOKKEEPER**  
 For small office. Excellent opportunity for someone with salary requirements to \$20,000.00. Apply to: **Observer & Eccentric**, 3625 Schoolcraft Rd., Livonia, MI 48150

**PARALEGAL**  
 Paralegal position for a well established personal injury firm. Minimum 1.5 years experience after a years of college. Salary commensurate with skills and experience. Call: **Observer & Eccentric**, 3625 Schoolcraft Rd., Livonia, MI 48150

**PART TIME CLERICAL** in photographic studio. **453-8272**

**PART TIME**  
 Receptionist/Secretary. Qualified candidates must have excellent communication skills, a good understanding of WordPerfect 5.1 and be able to perform multiple tasks in a fast paced environment. Please apply to: **Observer & Eccentric**, 3625 Schoolcraft Rd., Livonia, MI 48150

**PERSONAL ACCOUNTING**  
 Part time 11am-5pm daily. Must have knowledge of personal finance. Call: **Observer & Eccentric**, 3625 Schoolcraft Rd., Livonia, MI 48150

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**RECEPTIONIST**  
 needed for the phone area. Must have previous experience. Excellent opportunity for someone with salary requirements to \$20,000.00. Apply to: **Observer & Eccentric**, 3625 Schoolcraft Rd., Livonia, MI 48150

**RECEPTIONIST**  
 Entering into a position for service company to interview in person. Must have previous experience and a computer background. Call: **Observer & Eccentric**, 3625 Schoolcraft Rd., Livonia, MI 48150

**RECEPTIONIST/PART TIME**  
 Busy office seeking receptionist/independent worker, excellent phone skills, computer background, 25-30 hours a week, 9:30am-5:30pm. Call: **Observer & Eccentric**, 3625 Schoolcraft Rd., Livonia, MI 48150

**Receptionist, Plymouth Area**  
 Busy office seeking a receptionist with a minimum of 1 full time receptionist experience. Must be able to operate a computer. Excellent phone skills. Call: **Observer & Eccentric**, 3625 Schoolcraft Rd., Livonia, MI 48150

**RECEPTIONIST**  
 for a professional office. Must have previous experience and a computer background. Call: **Observer & Eccentric**, 3625 Schoolcraft Rd., Livonia, MI 48150

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**504 Help Wanted Office-Clerical**  
**SALES-DESIGN WOMEN & MEN EXCEL**  
 Outstanding opportunity in the home furnishings industry. Must have previous experience and a computer background. Call: **Observer & Eccentric**, 3625 Schoolcraft Rd., Livonia, MI 48150

**SECRETARY**  
 Large property management company looking for Secretary. Must have previous experience and a computer background. Call: **Observer & Eccentric**, 3625 Schoolcraft Rd., Livonia, MI 48150

**SECRETARY**  
 Part time 10-12 hours/week to work in my Birmingham a personal office. Must have previous experience and a computer background. Call: **Observer & Eccentric**, 3625 Schoolcraft Rd., Livonia, MI 48150

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**504 Help Wanted Office-Clerical**  
**SECRETARY/RECEPTIONIST**  
 A sharp person is needed immediately to work in the LOCAL office of a growing advertising agency. You must be a take-charge individual who is willing to learn. You must be able to take charge of a small office. Call: **Observer & Eccentric**, 3625 Schoolcraft Rd., Livonia, MI 48150

**Call For Appointment (313) 358-3030 (800) 727-2425**

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**505 Help Wanted Food-Beverage**  
**CAVETIERA HELP NEEDED**  
 16 hrs. per wk. in Livonia, Monday thru Friday, 11:30am-7:00pm. Call: **Observer & Eccentric**, 3625 Schoolcraft Rd., Livonia, MI 48150

**CABINET RESTAURANT TAVERN**  
 Seeking an Assistant Manager to help us grow. Must have previous experience and a computer background. Call: **Observer & Eccentric**, 3625 Schoolcraft Rd., Livonia, MI 48150

**COOKS**  
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**Go where the renters are.**

Map showing locations in Southfield, Farmington, Plymouth, Livonia, Canton, and Garden City.

**Observer & Eccentric**  
 NEWS PAPERS  
 3625 SCHOOLCRAFT, LIVONIA, MI 48150 (313) 591-2300  
 BAC DACT MADI E. DIDIMMILJALIA MI 48090 (734) 444-1400

We can introduce you to the thousands of renters. We reach an audience of 1.7 million Birmingham, West Bloomfield, and Southfield Eccentric Newspapers in Oakland County and the Farmington, Livonia, Plymouth, Canton, Westland, and Garden City Observer Newspapers in Wayne County. We're just a phone call away.

**Luxury, Elegance, Prestige**

**Glen Oaks**  
 LUXURY APARTMENTS

**Unfurnished \$1,200**

**Furnished Corporate Suites Available**  
 Shown by Appointment Only

Adjacent to 12 Oaks Mall

**For more information... Call 348-7500 or 815-0141 (Mobile Phone)**