500 Help Wanted

STOCK PERSON wanted for furniture store in Plymouth. Some heavy lifting required. Full time, driver experience preferred. 459-1300

TEACHER
Needed for private lower elementary after school program. Mon.-Fri. 3-6pm, Must have experience. 357-1740

TEACHERS/ASSISTANTS
for Troy pre-school
Experience preferred.
Call 952-1920

TEACHER'S ASSISTANT for my Special Needs child. Birmingham Catholic school. Inclusive education. Prefer education background. Contact Connie Flair 641-0232

TEACHER & Teacher's Assistants For private nursery school in Farmington Hills, Novi, Plymouth, and Redford Twp. Full and part time. Call between 9am-5pm 420-3553

Telemarketing - Career opportunity with an Inc. 500 company. No experience. Full & part time, $5-8/hr, to start. Mr. Lane: 380-1700 EOE

TELEPHONE RESEARCH position in Birmingham. Interesting consumer opinion work. Day time, evening & weekend hrs available. Join our team. Give us a call. 540-5332

TELEPHONE WORKERS
Part-time, hourly pay plus bonus. Calling these cities: Livonia, Farmington, Farmington Hills, Westland, Garden City. Call The American Council Of The Blind. 9am-8pm, Mon.-Sat. 928-2685

THE HOLIDAY INN of Southfield is now accepting applications for night auditor. Some hotel experience preferred, apply at 26555 Telegraph

TIRE CHANGER - Experienced, reliable needed for Redford tire store. Great opportunity, full time, competitive pay. Call 540-1409

TOOL ROOM MACHINISTS apply at Prototype Inc, 395 Washington, Brighton 229-3004

NW SUBURB travel agency seeks Leisure Agents. Minimum 2 yrs. experience - language a plus. Send resume: ACS, P.O. Box 531094, Livonia, MI 48153-1094

BUSY SOUTHFIELD Travel Agency needs immediate position for a knowledgeable, personable agent with Sabre experience. Minimum 1-2 yrs. experience necessary. Call Wendy at: 353-8800

TRAINED DIRECT CARE STAFF Needed for part time/full time at small group home in Dearborn Hts area. Must be fully WCLS/MORC trained. Current in CPR/first aid. High school graduate or GED. Call 9am-5pm at: 569-4929

TRANSPORTATION COORDINATOR
APL Land Transport Services, a major U.S. provider of transportation services for the automotive industry, has an immediate opening for a Transportation Operations Coordinator in our Livonia office. Shift flexibility required. Experience on CRT required. Excellent communication skills & knowledge of transportation industry a plus. Excellent pay & benefits. Qualified applicants should send resume to:
APL Land Transport Services, 17197 North Laurel Park Drive, Suite 200, Livonia, MI 48152
(No phone calls or walk-ins please)
An Equal Opportunity Employer

TRAVEL AGENCY - Looking for mature person, part time, with travel experience, familiar with Delta II & CRT. Garden City area. 525-9777

TRAVEL AGENT - minimum 2 yrs experience. Seeking independent agent, versed in all phases of travel; Sabre preferred. Friendly working environment with growth opportunity. Resume to: C. Feinberg, 20240 Franklin Rd., Southfield, MI 48034

TRAVEL AGENT - Plymouth/Canton area, experienced. Please send resume; state salary desired & when available to work. 5809 Woodmere Dr, Canton, MI 48187. Attn: Robert George

TRUCK DRIVER - Some mechanical experience helpful. Should be in good physical condition. Call or apply in person, ask for Mark or Jim. Nobles Landscape Supply, 29450 W. 8 Mile, Farmington 474-4922

TRUCK MECHANICS
Must be experienced & certified. Have own tools. 40 hrs./week. Apply: Kurt, 4840 Wyoming, Dearborn.

TRUCK MECHANICS
Must be experienced and certified, have own tools. 40 Hours per week. Apply: Kurt, 4840 Wyoming, Dearborn, MI.

TYPESETTERS
Experienced for growing Downtown Detroit financial printing company. Excellent pay & benefits. Free lighted parking. All shifts. Please send resume to: Box 150
Observer & Eccentric Newspapers
36251 Schoolcraft Rd.
Livonia MI 48150

WAIT PERSON - Full or part time. Days or evenings. Excellent for homemaker with children. Apply in person: Kirby's Koney Island, 43444 West Oaks, Novi.

SEASONAL BUSINESS in Southfield looking for 8 month per year Warehouse employee. Good pay, unemployment in the winter with call back for following year for good candidate. Perfect for retired person looking for spring/summer/fall work. Call Dawn: 358-2994
An Equal Opportunity Employer

WAREHOUSE/ INSIDE SALES

Local company has opening for an experienced Warehouse/Inside Sales Manager.

Successful candidates must be a 'hands-on' manager with proven experience in the supervision of Customer Service and Warehouse operations. CRT/PC experience a must.

Competitive salary, good benefits.

Forward resume with salary history to:

Box 280:
Observer & Eccentric Newspapers
36251 Schoolcraft Rd.
Livonia MI 48150

An Equal Opportunity Employer

WE WANT YOU
AMBITIOUS? CONSCIENTIOUS?
We will train you and start you on long term, high income career in real estate.
Call John Belffuss, Livonia
REAL ESTATE ONE
261-0700

WIRERS
Entry level positions open with Farmington Hills company. Must have experience with panel/control wiring, excellent soldering skills and ability to read skematics.
To schedule an appointment call:
TEMPEXCHANGE
557-5800

MANAGER TRAINEE
$ Corporation expanding. $35,000 plus bonuses & insurance. No experience necessary. Rapid advancement.
313-995-0835

WAREHOUSE/DELIVERY Help Kurtis Kitchen & Bath Centers has a full time opening with benefits package for a reliable person able to move stock, perform shipping/receiving functions, and assist in deliveries at its Livonia distribution Center. Apply in person at: 12500 Merriman Rd., Livonia, 8am-4pm.

"WE PAY YOUR RENT"
Our marketing dept. needs a few result oriented upbeat personalities. Call Pam at: 442-2700

RN's/LPN's
Business Is Booming!!

Immediate Assignments Available
- Need ICU & Ventilator Experience
- Earn Top Pay
- Flexible Hours
- Case Management

Work in the area of your choice in client's home.

Home Health Plus®
A branch of In Home Health, Inc.

(313) 357-3654

Ask for: DeBrahe' Rowland
Manager, Extended Hours Div.

HEALTHCARE STAFF

Greenery Extended Care Center has opportunities for committed individuals to join our progressive nursing team.

Licensed Nurses needed
Full and part time; afternoon and midnight shift

Staffing Coordinator/Nursing Secretary
Monday - Friday with some flexibility of hours
Experience necessary

Certified Nurse Aides needed
Full and part time.
Openings available all shifts.

Bedmakers - Part time day shift - flexible hours.

Contact Roma Dean, Director of Nursing
Greenery Extended Care Center
34225 Grand River Ave.
Farmington, MI 48335
(313) 477-7373

Equal Opportunity Employer

COME TO BEAUMONT
SURGICAL TECHS — Inpatient Surgery

Positions available in various services. Surgical Techs must have current OR experience or be a graduate of an approved tech program. Please call the Nursing Manager in your area of interest:

General Team - Call Laura Selinau, 551-1780.
Cardiovascular - Call Bronia Malorano, 551-1791.
Orthopedics - Call Joan Bems, 551-1792.
Neurosurgery - Call Yvonne Dixon, 551-1804.

REGISTERED NURSES —Positions also available in various services.

Neurosurgery - Call Yvonne Dixon, 551-1804.
Ophthalmology - Call Theresa Farley, 551-1955.
Orthopedics - Call Joan Bems, 551-1792.
General Team - Call Laura Selinau, 551-1780.
Gynecology - Call Gail Pietryzk, 551-1779.

Applications or resumes should be addressed to:

Nursing Employment
William Beaumont Hospital
3601 West Thirteen Mile Road
Royal Oak, Michigan 48073-6769

Professionals working with professionals

Beaumont®
William Beaumont Hospital
Equal Opportunity Employer

502 Help Wanted Dental-Medical

AN EXCEPTIONAL PRACTICE is looking for an exceptional person to join it's Front Desk staff. This person must be intelligent & self-motivated, articulate & people-oriented. Dental background/experience is desirable. If you are this person, call 357-3101

ASSESSMENT RN
NO WEEKENDS
NO ON-CALL
Amicare Home Healthcare an affiliate of St. Joseph Mercy Hospital, Pontiac is searching for an RN to assume the position of Assessment Nurse. Responsibilities include completing initial client visit and evaluation, assessing client needs and developing a plan of care, initiates coordination of Amicare Services, medical care and community resources. Candidate must possess 1 year homecare experience. Competitive benefits/compensation package. Inquiries should contact Kathy Angell, RN, Case Manager (313)858-7735
AMICARE HOME HEALTHCARE
An Equal Opportunity Employer

ATTENTION!
HOME HEALTH AIDES
Amicare Home Healthcare, an affiliate of St. Joseph Mercy Hospital has openings at a senior residence in Canton for experienced/certified caregivers. Amicare sign-on-bonus. For more information contact Lynn or Michelle at 1-800-852-3238
An Equal Opportunity Employer

ATTENTION: HYGIENISTS
Peak Performers is opening in Warren. Long & short term opportunities. Top pay. EOE. 858-5533

ATTENTION: RNS/LPNs & POTENTIAL NURSING STUDENTS
Attend Schoolcraft College's Nursing Job Opportunities Day, Fri., Feb. 12, Noon-3PM in the Physical Education Building. Free Admission. Open to the public. Over 30 hospitals, health care agencies, colleges and universities will be present to discuss career opportunities. 18600 Haggerty Rd., Livonia. For info, call: 462-4400, Ext. 5150

BILLER/RECEPTIONIST
Experienced for fast-paced physician's office in Westland. Part time. 728-2130

BILLERS
Physician offices need experienced medical billers. Many new openings. Contact Diane Detter, 932-1170
Harper Associates,29870 Middlebelt Farmington Hills, MI 48334

BUSINESS ASSISTANT
Experienced person for dental front desk, mature, detail oriented, team person. Work closely with office manager. Non-smoker. Five Mile-Farmington Rd. area. Call 9-3:30, Mrs. Vaughn 425-7010

CARDIAC ULTRASOUND TECHNICIAN
Henry Ford Health System is seeking a full-time Cardiac Ultrasound Technician. Requires high school diploma or equivalent and completion of a Cardiology Ultrasound program and minimum of 2 years experience in M-mode, two-dimensional cardiac ultrasound and doppler. RN and BCLS highly desirable.
We offer a competitive salary and an excellent benefit package.
Qualified candidates should send their resumes to:
HENRY FORD HEALTH SYSTEM
Employment Division, Dept. MM
600 Fisher Building
Detroit, MI. 48202
An Affirmative Action/Equal Opportunity Employer M/F/D/V

CDM or DIETARY TECH
Part time position available. Charting skills required. Send resume or apply in person:
Hope Nursing Care Center
38410 Cherry Hill
Westland, MI., 48185

CERTIFIED NURSES ASSISTANT
Full time needed for luxury senior apartment complex.
The Trowbridge, 24111 Civic Center Dr., Southfield, MI 48034
An Equal Opportunity Employer

CERTIFIED NURSE ASSISTANTS
Immediate openings for the day and afternoon shifts. Apply in person at Lahser Hills Nursing Center, 25300 Lahser, Southfield.

CHIROPRACTIC ASSISTANT
Busy clinic looking for a long-term part time employee to work Mon. Wed. & Fri, 8:45am-12:30pm; Tues. & Sat. 8:45am-1:30pm. Clerical skills required, computer knowledge helpful. 27527 Joy Rd., ½ blk W. of Inkster Rd. 522-5501

CNA'S NEEDED
All shifts. For small basic West Bloomfield nursing home. Contact Director Of Nursing 360-4443

COT needed for Birmingham Ophthalmologist. Experience in refractive surgery and FA's would be preferable but not necessary. Full or part time. Carol, 644-8060

DEDICATED RECEPTIONIST
Full time, with experience for PEDIATRIC OFFICE located in area of Southfield and 12 Mile Rds. Call Ms. Marston after 1PM 559-6620

DENTAL ASSISTANT- Part-time for Dearborn family practice. Will train. Mature &/or bilingual individual welcome. 584-8902

DENTAL ASSISTANT
Livonia oral surgery office, full time, Monday thru Friday. No Saturdays or evenings. 427-2330

DENTAL Assistant, experienced, full time, for high quality Southfield office. Excellent pay, benefits & bonuses. Call after 6pm. 788-9156

DENTAL ASSISTANT - Happy, organized person with skills for quality patient care to join team in growing Livonia family practice. 464-1827

DENTAL ASSISTANT
Part-time. Experience preferred, but will train. Farmington Hills. Call. 851-3030

DENTAL ASSISTANT
experienced, part time position for Garden City/Westland office, Tues. Thurs. eve. 2 Saturdays per month. 15-25/hrs/wk. 425-9130

DENTAL ASSISTANT
W. Bloomfield family practice. Full time position for experienced, motivated individual. Excellent salary & benefits. 661-4002

502 Help Wanted Dental-Medical

DENTAL ASSISTANT Warm, caring, motivated individual needed in a quality oriented, general, dental practice. Experience preferred but not required. Please call 549-0759 and leave message. Will respond to all inquiries.

DENTAL ASSISTANT
Needed in a team oriented preventive-restorative practice in Dearborn 4½ days per week. Successful clinical experience is desired. We all share a total commitment to excellence & team effort. 581-5844

DENTAL ASSISTANT. Ambitious, self starting, industrious team-player for progressive office. Full time, long term position with liberal time off, rare Sat, usual 3 day weekend, compensation commensurate with experience. Shelby Twp. 532-0024

DENTAL ASSISTANT
Experienced Chairside, needed for full time position, in Livonia general dentistry practice. 464-8020

DENTAL ASSISTANT
Dearborn Area, Call:
313-695-5300 or 517-321-4993

DENTAL ASSISTANT
Experienced for a high volume dental practice in Warren.
Call Derron 755-4310

DENTAL ASSISTANT - Full time for progressive dental office in Livonia area. Experience necessary. Salary commensurate with ability. 525-1200

DENTAL ASSISTANT Full-time, hard working, cheerful for busy, expanding, dental family practice. Will train right person. Call & leave message 443-1800

DENTAL ASSISTANT - FULL TIME
Experienced, with expanded duties, C&B plus orthodontics. NO evenings. $9-$13/hour, plus benefits. Bloomfield Hills office. 642-6532

DENTAL ASSISTANT full time. RDA, CDA, or on the job training, in a quality restorative practice. Some evenings. Approximately 35/hrs. wk. Southfield. Call Marie. 352-7722

DENTAL BUSINESS ASSISTANT
Dearborn family dental practice looking for full time experienced business assistant. Computer experience a plus. Excellent opportunity. Benefits. Great salary. Please call 565-5558

DENTAL CHAIRSIDE ASSISTANT
for Southfield office. Join a staff of 3 auxiliaries where low turnover is the rule. 4 days a week, salary, benefits, continuing education. Experience preferred but will train.
Call Mon.-Thurs. 358-3950

DENTAL HEYGIENEST
Immediate part time opening for experienced Hygienest who is skilled in working with people. Competitive salary, flexible hours. Troy area. Call Phyllis 8am-8pm 852-5745

DENTAL HYGIENIST
Full time, no evenings. Modernly equipped Bloomfield Hills office. Excellent salary/benefits. 642-6532

DENTAL HYGIENIST-Exciting opportunity for special individual for rare opening for Dental Hygienist. If you are interested in utilizing your people & professional skills, our family practice needs you. We are proud of our expanded hygiene program with emphasis on B.T.M. Career minded professionals call Karen today at, 562-9292

DENTAL HYGIENIST
Part time.
Experience preferred.
Call Judy. 274-4422

DENTAL HYGIENIST NEEDED
in friendly Canton office.
Flexible hours.
Call 451-0995

DENTAL HYGIENIST - PART TIME
Mon. evenings for very friendly, quality office. Birmingham area. 647-2110

DENTAL HYGIENIST - (part time). If you are enthusiastic, caring & dependable and you enjoy a challenge in a patient centered quality Livonia practice please call, 427-7555

DENTAL HYGIENIST
To join our state of the art dental office in Livonia, Wednesdays and Thursdays. Call us to join our friendly staff, 476-1960

DENTAL RECEPTIONIST - Looking for an enthusiastic, caring, organized individual with experience, computer knowledge - preferred. Pleasant dental office in Farmington Hills. 932-1260

DENTAL RECEPTIONIST
Beautiful Bloomfield Hills office seeks full time dental receptionist, experienced w/dental software, recall & phone experience. $8 -11/hr., benefits, profit sharing. 642-6532

DENTAL RECEPTIONIST, experienced, full time, for high quality Southfield office. Excellent pay, benefits & bonuses. 355-9500

DENTAL RECEPTIONIST - Are your children grown? Are you looking for a challenging position? Mature, friendly person needed for Livonia family practice. Full time. 427-2381

DENTAL TECHNICIAN
Metal finishing Dept. Must be able to cast and solder. Non-smoking lab in Redford. Days 535-4555
Evenings 522-7657

DENTAL TECHNICIAN
Experienced C & B waxer needed for small lab in Canton.
981-0620

DIRECTOR OF NURSING
Southfield long term care facility is looking for an RN with geriatric background. Excellent starting salary. Full benefit package. For confidential consideration, submit resume to:
PO Box 2248
Farmington, MI 48334

DURABLE MEDICAL EQUIPMENT company needs experienced medical biller for data entry position. Apply in person at: 11585 Farmington Rd., Livonia. 261-2988

ENERGETIC, people-person, for Front Desk in Bloomfield Hills office. 32 hours, evenings/weekends. May be filled by 2 persons. Experience helpful, but not necessary. 332-5756

FRONT OFFICE - FULL TIME
For physical therapy office. Must have flexible hours. Send resume to: 18800 West 12 Mile, Suite 206, Southfield, MI 48076

HOME CARE MANAGER
Growing Medicare Certified Home Care Agency seeks dynamic RN to supervise and direct operation. Knowledge of Medicare regulations and recent homecare management experience required. Competitive compensation and benefits. Call Marianne Balding. Nightingale Home Health Care. 334-1140

HOME HEALTH AIDES
Start immediately! Experienced. FULL & part time-all shifts. Competitive wages. Bonus program includes annual, attendance, flexibility, & holiday bonuses. Vacation pay. Transportation allowance. We take pride in hiring dedicated, caring people to provide unsurpassed client care & case management.
EMPA-CARE IV 455-1061

HOME HEALTH AIDES
Certified and/or experienced
Excellent pay & benefits
FAMILY HOME CARE
(313) 229-5683
(313) 455-5683 (313) 620-6877

HOME HEALTH AIDES
NURSING STUDENTS
VISITING CARE needs qualified individuals to work 1 on 1 with patient in the Canton area. Transport to rehab appointments. If interested call. Northville (313) 344-0234

INSURANCE FOLLOW-UP CLERK
for busy allergist office in Farmington Hills. Full time. MBS experience required. Send resume to: Box 182, Observer & Eccentric Newspapers 36251 Schoolcraft Rd. Livonia MI 48150

INSURANCE PROCESSOR
Part time, Mature, enthusiastic, bright person for expanding optometric practice. Experience in optometric 3rd party billing and computer use required. Call Betty 525-8173

LPN - PART TIME
AFTERNOON AND MIDNIGHT
Call Mrs. Martin, 261-5300
NIGHTENGALE WEST
8365 Newburgh Rd.
Westland, near Joy Rd.
An Equal Opportunity Employer

MARKETING SECRETARY
Advertising agency needs your word processing and all around skills. Harvard Graphics a plus. To $10/hr. Call Sally at 357-0037
Uniforce Temporary Services

502 Help Wanted Dental-Medical

HOME HEALTH AIDES
NURSING STUDENTS
VISTING CARE needs qualified individuals to work 1:1 with client in Canton area to transport her to rehab appointments. If interested, call to inquire. Northville.
(313) 344-0234

HYGEINIST (Part-time) for friendly, relaxed, growing practice. 1-2 days per week. 453-5568

HYGENIST - Full or part time. Modern progressive, friendly office. Competitive salary, Walled Lake area. 313-669-3434

LPN
Part time to assist physician in ECF rounds. Good organizational skills a must. 728-2130

MANAGER'S SECRETARY
Large suburban based HMO seeks individual for a manager's secretary position. Requires typing 50-55wpm, shorthand, and three years of experience in a secretarial capacity. Medical terminology and knowledge of IBM PC preferred. Position requires a highly organized individual, with initiative and the ability to work under pressure. Excellent salary and benefits. Respond in confidence to:
Human Resources/MS
25925 Telegraph
P.O. Box 5043
Southfield, MI 48086-5043
An Equal Opportunity Employer

SEEKING - a mature, organized medical assistant who is able to work part time in a growing, general practice office. Those with experience and team focus will receive first consideration. Send resume to: P.O. Box, 701182, Plymouth, MI 48170.

MEDICAL ASSISTANT - full time, with X-Ray experience.
Physical Therapist - part time with experience. 425-5218

MEDICAL ASSISTANT
Looking for top-of-the-line assistant for active practice. Must be hard-working individual. Experience preferred. Starting salary $7.25 per hr. & higher, Full or part-time. Novi/Livonia areas. 478-4639

MEDICAL ASSISTANT
Internist office needs experienced person. Part time position available. Southfield location. Call for interview: 354-9672

MEDICAL ASSISTANT - Southfield Internal medicine office. Experience in Venipuncture, manual CBC, U. LAB. X-RAY & EKG helpful. 4 Day Wk. Friendly Office. 557-7678

MEDICAL ASSISTANT, part-time, Mon., Wed. & Fri. Experience required. EKG, PFP & phlebotomy. Madison Heights area. Call Mon-Fri. 548-9860

MEDICAL ASSISTANT
Part time position (12 hours per week) for someone who is looking to keep their skills fresh. Practice seeks Medical Assistant with 1-2 years experience and excellent interpersonal skills. Resume to: C. Bach, 3800 Woodward, Suite 600, Detroit, MI 48201
Affirmative Action
Equal Opportunity Employer

MEDICAL BILLER - major Detroit hospital needs BC/BS or HMO commercial experience. To $8/hr. Call Martha 646-8500
Uniforce Temporary Service

MEDICAL BILLERS - Experienced billers for temporary work &/or permanent. Full & part time. 3 yrs. minimum experience required. MBS system preferred. Resume: MBP, 29299 Franklin, Southfield, 48034

MEDICAL RECEPTIONIST Ballstarter, motivated, not afraid of hard work and busy days. Farmington Hills. Lynda 478-8618

MEDICAL RECEPTIONIST
Mature, needed for busy dermatology practice in Southfield. Front desk, dictaphone & computer experience preferred. Part time position including some Saturday mornings. About 20 hrs. per week. Please send typed resume to Box 918
Observer & Eccentric Newspapers
36251 Schoolcraft Rd.
Livonia MI 48150

MEDICAL RECEPTIONIST
Experienced. Multi-specialty medical office. Familiar with various insurances, computer, excellent phone skills. Benefits. W. Bloomfield. 855-7407

MEDICAL RECEPTIONIST
Dearborn Hts. new dermatology practice seeking full time medical receptionist. Must have experience, communication skills, computer & previous medical office experience. For further information please call Holly
557-7800

MEDICAL RECEPTIONIST - experienced, part time, Southfield pediatric office, only industrious & friendly need apply. Mrs Lester 356-0420

MEDICAL RECEPTIONIST, experienced in insurance billing & computer knowledge. Resume to: 543 N. Main, Rochester, MI. 48307.

MEDICAL RECEPTIONIST/BILLER
Beautiful dermatology offices in Troy, Royal Oak & Birmingham. Contact Diane Detter, 932-1170
Harper Associates,29870 Middlebelt Farmington Hills, MI 48334

MEDICAL SECRETARY
Experienced. Good typist, dicataphone experience. Full time. Beverly Hills office. Excellent benefits & good working conditions.
Contact B.J. 647-5603

MEDICAL SECRETARY
Major medical facility has need for your recent experience. Candidate is expected to be proficient in Word Perfect. Shorthand a plus. $11/hr. Call Marie at 357-0036
Uniforce Temporary Services

MEDICAL TRANSCRIPTIONIST
with experience for busy Orthopedic office in Novi area. Full time with benefits. Call
MED-MATCH 851-0652

MEDICAL TRANSCRIPTIONIST
Two yr. minimum in medical records. OR, DS, CON, all shifts, incentives. For appt. call 477-8555

MEDICAL TRANSCRIPTIONIST

Department of Imaging Services seeks an experienced individual to assume a full time position on the afternoon shift.

Qualified candidates must possess previous secretarial and transcription experience, preferably in a hospital setting, knowledge of medical terminology, typing speed of 50-60 wpm and demonstrated ability to operate dictaphone and word processor. Additionally, college level training in transcription is desirable.

If interested, you may apply in person or send resume to:

Personnel Department
GARDEN CITY HOSPITAL
6245 N. Inkster Rd.
Garden City, MI 48135
(313) 458-4277
EOE

MENTAL HEALTH AGENCY is searching for a focus worker to provide ADL training to adults with psychiatric disabilities. BA/BSW required. Part-time flexible hours. Send resume to: 29429 Southfield Rd., Ste. 1, Southfield, MI. 48076. Attention: Mrs. Kay.

NURSE AIDES

Growing home care agency is seeking qualified experienced personnel for private duty cases throughout Oakland County. Choice of Days & Hours. Call between 10am - 4pm Monday thru Friday.

NURSING UNLIMITED
540-2360

NURSE MANAGER
For pediatric office. Great office, good benefits. Pediatric experience required. 642-7701

NURSES AIDES/Certified Nurses Aides - Full/part time for private duty. Health care agency seeking individuals with home care experience, also head injuries & spinal cord trauma. One year experience required. 661-0978

502 Help Wanted Dental-Medical

MEDICAL TRANSCRIPTIONISTS

PATHOLOGY

The Detroit Medical Center seeks Medical Transcriptionists for its newly established University Laboratories at its Grace Hospital and Hutzel Hospital Pathology word processing locations.

Knowledge and skill with pathology medical terminology required; previous medical transcription experience preferred.

Excellent salary and comprehensive flexible benefit program available. Forward a resume, or apply in person, to:

Human Resources
DMC UNIVERSITY LABORATORIES
4201 St. Antoine, 9C-UHC
Detroit, MI 48201

Equal Opportunity Employer M/F

NURSE AIDES
FOR PRIVATE DUTY HOME CARE
Join the growing field of home care with a quality agency serving western Wayne county suburbs. Must have experience working with the ill, elderly or disabled. Must have reliable transportation.
To apply, call:
981-6829
UNITED HOME CARE SERVICES

NURSES AIDES
CERTIFIED
ALL SHIFTS. See Mrs. Baxton
NIGHTENGALE WEST
8365 Newburgh Rd.
Westland, near Joy Rd.
An Equal Opportunity Employer

NURSES/NURSES AIDES -RN's & LPN's, nurses aides & orderlys for private duty in Dearborn area. Experienced only. Call 277-6668

NURSE WANTED
Part-time for women's health facility. Call Toni 443-0239

NURSING ASSESSMENT COORDINATOR
We are a 360 bed skilled nursing facility seeking an RN with long term care experience to join our staff as a Nursing Assessment Coordinator. Responsibilities would include ensuring accurate completion of MDS forms and quarterly and annual reviews and developing the nursing Quality Management program.

Position includes a competitive salary and benefit package including a tax deferred annuity. If interested, please apply in person at:

ORCHARD HILLS,
A Mercy Living Center
532 Orchard Lake Rd.
Pontiac, MI 48341
(313) 338-7151
An Equal Opportunity Employer

OCCUPATIONAL THERAPIST, COTA - Full time, Redford. Work hardening & orthopedic case load, competitive wages & benfits. EOE. Call Carol Adler. 937-2001

OCCUPATIONAL HEALTH NURSE
RN familiar with regulatory issues and Workers Compensation. Please respond to:
BOX 232
Observer & Eccentric Newspapers
36251 Schoolcraft Rd.
Livonia MI 48150

OFFICE MANAGER
needed with billing skills, full time, Plymouth area.
455-8497

OPHTHALMIC ASSISTANT
for busy ophthalmologists with offices in Southfield & W. Bloomfield. Need someone mature, responsible, full time. COA or some ophthalmic experience necessary. Send resume to: Box 138,
Observer & Eccentric Newspapers
36251 Schoolcraft Rd.
Livonia MI 48150

OPHTHALMIC ASSISTANT
Experienced, full time, for office in Beverly Hills. Competitive salary, benefits, good working conditions. Please call Judy 647-5603

OPHTHALMIC/ OPTOMETRIC ASSISTANT

Full time position available in our Northwest Detroit office for experienced assistant. Please send resume to:

Recruiter/Optometric
DMC Health Care Centers
41935 W. 12 Mile Road
Novi, MI., 48377

A member of The Detroit Medical Center and affiliated with Wayne State University.
An Equal Opportunity Employer

OPTICAL - JOIN A WINNER!
First Optometry has exciting career opportunities. If you are a motivated, individual with a "can-do" attitude, we want you! Optical experience a strong plus, but we will train the right people. Positions are available at many locations. Please send your resume to:
FIRST OPTOMETRY
P. O. Box 710
Roseville, MI 48066-0710

OPTICAL TECHNICIAN
Experienced person needed for independent office full-time. Excellent hours. Call Cindy at 227-9268

OPTOMETRIC ASSISTANT: With experience, flexible hours, salary negotiable, pleasant working conditions, Novi area. 349-0990

OPTOMETRIC TECHNICIAN
You'll make a difference
in patient care!
Ours is a Livonia family practice. A part time, entry level position is open. If you're looking for challenge, personal growth, and a fun work environment, contact Cheryl between 8am and 3pm at 525-8172. Experience preferred. Unexperienced? Bring the right attitude and we'll train!

OPTOMETRIST
Wanted 4-5 hours Thurs. afternoon/evening. Call
646-6699

OTR/Clinical Coordinator needed for industrial rehab clinic in Livonia. Work hardening experience required. Competitive salary. Contact Robin at: 261-8800

PART-TIME
Front desk person, 1-5:30 pm Mon-Thurs for busy dental practice. Experience preferred,
Birmingham 646-3515

PATIENT ATTENDANTS/SITTERS
Hospital/Home Care
Health Care Professionals
Dearborn. 583-0056
Ann Arbor. 747-8070

MEDICAL TRANSCRIPTIONIST
Experienced, part time in Westland office. Medical terminology a must. Flexible hours. Please send resume: P.O.Box 85097, Westland, MI 48185

RADIOLOGY TECHNOLOGIST

Immediate opening at our Northwest Detroit office for an A.R.R.T. registered Technician. Mammography experience required. Send send resume to:

Recruiter/Radiology
DMC Health Care Centers
41935 W. 12 Mile Road
Novi, MI., 48377

A member of The Detroit Medical Center and affiliated with Wayne State University.
An Equal Opportunity Employer

RECEPTIONIST/BILLER
Full time for W. Bloomfield internal medicine office. Experience preferred & MBS a plus. Beth 661-9490

RECEPTIONIST needed for our dental team. Computer & past reception experience helpful. State of the art facility, conveniently located in Canton area. This full time position will also be considered for those seeking part time employment. Please call Carrie: 326-2010

RN - Busy dermatology clinic. Excellent opportunity for ambitious RN with upbeat personality. Excellent pay. 353-8884

502 Help Wanted Dental-Medical

PHYSICAL THERAPIST
For home care visits. Full time available. Excellent pay & benefits.
FAMILY NURSE CARE
313-229-0300

RECEPTIONIST for Troy General Practioner. EXPERIENCE A MUST. Insurance benefits provided. Mon.-Fri. 8am-5pm with alternate Saturdays. Send resume: Dr. E.T. Hunter, 2909 E. Big Beaver, Troy, MI 48083

RECEPTIONIST for W Bloomfield cosmetic dental office. Bright, outgoing personality. Experience preferred. Full time, benefits. 851-4606

RESIDENT AIDE - full time 11pm to 7am, for sr. apt. complex in Plymouth. Call Mon. thru Fri. 9-4. 451-0700

RESIDENTIAL TECHNICIANS
We are looking for caring people to complete our Direct Care team at our apartments located in Royal Oak, specializing in closed head injury. Flexible schedules include afternoons and weekends. Experience preferred but not required. Contact Marilyn at 288-4831
Equal Opportunity Employer M/F

RN
Full, part time & on-call positions available in a hospice setting.
- Congenial working atmosphere with team focus.
- Experience in hospice or home care helpful.
- BSN preferred.

Submit resume to:
Angela Hospice Home Care
36995 Five Mile Road,
Livonia, MI 48154,
Attn. Sister Mary Giovanni

RN - FULL TIME
DAY SHIFT
See Ms. Martin
NIGHTENGALE WEST
8365 Newburgh Rd.
Westland, near Joy Rd.
An Equal Opportunity Employer

RN HOSPICE
PATIENT CARE COORDINATOR
Career opportunity to grow with new hospice organization. Growing home care agency requires experienced hospice/oncology home care RN to work in new hospice home care program. Excellent pay & benefits.
Family Hospice Care 313-229-0300

RN OR LPN

Position available at our Northwest Detroit Center for an RN or LPN with Pediatric experience. Please send resume to:

Recruiter/Pediatrics
DMC Health Care Centers
41935 W. 12 Mile Road
Novi, MI., 48377

A member of The Detroit Medical Center and affiliated with Wayne State University.
An Equal Opportunity Employer

RNGA SUPERVISOR
For home care agency in Brighton. Excellent communication & home care skills required. Salary commensurate with experience. Excellent pay & benefits.
Family Nurse Care 313-229-5683

RN'S/LPN'S WE NEED YOU!
LPN'S earn up to $17/hour.
RN'S earn up to $20/hour.
Home Care Staff Relief.
FAMILY HOME CARE
(313) 229-5683 (313) 455-5683

RN's NEEDED STAT
Would you enjoy a 1:1 caseload in the Inkster, Westland & Wayne areas? Please call VISITING CARE today to inquire. Northville.
(313) 344-0234

RN's STAT

Would you enjoy a 1:1 caseload in the Inkster, Westland & Wayne areas? specifically looking for nurses with trached, infant skills. Please call VISITING CARE today to inquire.
Northville (313) 344-0234

RN SUPERVISOR
Needed for outpatient, free-standing, surgical clinic. Part time, Mon., Wed., Fri. Send resume to: M. Ali, Hemorrhoid Clinics of America, 22000 Greenfield, Oak Park, MI 48237 or call:313-967-4140

SECRETARY
Full or part time Assistance to top executive of major hospital. Medical transcription and shorthand. $11+/hr. Call Mary at 646-7661
Uniforce Temporary Services

SECRETARY/Receptionist - For OB-GYN office in Southfield with experience in typing, billing, computer & transcription. After 7pm 651-6317

SKILLED NURSING FACILITY
In Livonia, all shifts available. Apply in person at: Camelot Hall Convalescent Center, 35100 Ann Arbor Trail, Mon. - Fri., 9:20-4:30 PM.

THERAPEUTIC RECREATION SPECIALIST
needed to work with EI children ages 8-18 in a residential setting. Should be NCTRC certified or eligible. Experience preferred. Flexible hours, competitive salary. Send resume to: Methodist Children's Home Society, 26645 W. Six Mile Rd., Detroit, MI., 48240.
EOE

ULTRA SOUND TECHNICIAN
(part time) to do Carotid studies in Southfield neurological office
559-3150

504 Help Wanted Office-Clerical

ACCOUNTING CLERK
Computer background a must.
Peach tree experience preferred.
722-4600

ACCOUNTING OFFICE, part time, light typing and clerical duties during tax season. Flexible hours. Tel-Twelve area. 258-9220

ACCOUNTS PAYABLE/Receivable/ Administration. Small, friendly marketing company. Non-smoking office. Southfield/13 Mi. No health benefits. Call Jeff 540-7956

ACCOUNTS PAYABLE/ PAYROLL BOOKKEEPER
Greenery Rehabilitation Group, Inc., is a national provider of complex care and rehabilitation services. We are seeking an individual with one to two years AP/PB experience to work in the business office of our Howell healthcare facility. This is a high volume, fast paced position. Accuracy is a must.
We offer a competitive wage and benefit package. Please send resume and wage requirements to the Business Office Manager:
Maureen Strayer
The Greenery Healthcare Center at Howell, 3003 W. Grand River, Howell, MI 48843

Accounts Receivable Clerk/Secretary

Successful Livonia company seeks individual to perform Accounts Receivable and Secretarial duties for credit department. Ideal candidate will be a team player, have excellent communication skills and possess at least 2 yrs. of general office experience. Ability to work on multiple projects at once a must. Prior computer experience necessary. If interested, please send resume to: Ms Joyner., P.O. Box 681 Southfield, MI 48037.
Plante and Moran recruiter for an equal opportunity employer.

ACO HARDWARE, INC.

Sales Audit Clerk
Part time
Mon., Wed., Thur., and Fri., 9-1

General auditing duties, detail work involving checking and verifying register receipt totals and bank deposit totals. Experience on 10 key calculator and neat handwriting.

Send letter of interest to:
23333 Commerce Dr.
Farmington Hills, MI., 48335-2784
Attn: Human Resources - SA

ADMINISTRATIVE ASSISTANT
Full time position for professional, organized person in a busy Troy CPA firm. Applicant must have office experience with excellent typing skills including an aptitude for detail work. Knowledge of WordPerfect required. We offer excellent salary and working environment. Send resume and salary requirements to: P.O. Box 725398, Berkley, MI 48072

504 Help Wanted Office-Clerical

ACCOUNTING CLERK

An accounting clerk needed for a mid-size law firm. Job includes data entry of time records, client invoicing & client inquiry. Processing is on a computerized system which is user friendly. Organization & attention to detail is very important. Salary based on experience. Good benefits. Resumes to: Deborah /-Sanders, Raymond & Dillon, PC., 2000 Town Center, Ste. 2400, Southfield, MI. 48075.

ACCOUNTING

We are seeking people with various levels of accounting experience who are interested in working Temp assignments while we help with the permanent job search. Assignments available now & coming in daily.

We offer: Temp - Med insurance, over time pay, resume & interview counseling.

CALL NOW!
354-2410
ACCOUNTANTS ONE
Agency Fee Paid

ACCOUNTS Receivable Analyst
Rapid expansion created an immediate opening for accounts receivable person to review accounts receivable, write collection, or adjustment letters. Investigate credit references. 2 yrs. plus experience in collections is preferred for this position. Please submit salary requirements to: Post & Co., 29350 Stephenson Highway, Madison Heights, MI. 48071-2381. Attention: A.C./C.P.
An Equal Opportunity Employer

ADMINISTRATIVE ASSISTANT
International trading firm has immediate opening for Wordperfect 5.1 with Windows. Lotus a plus. To $10/hr, Call Sheila at 646-7662
Uniforce Temporary Services

ADMINISTRATIVE ASSISTANT
For small video production/computer sales office, part time, leading to full time. Reception, typing, billing, word processing. Computer skills helpful. *$5 per hour to start, no benefits.* 478-5400

ADMINISTRATIVE SECRETARY

Amicare Healthcare is seeking a results-oriented, self-motivated individual for the position of administrative secretary for the Vice President, Human Resources.

The successful candidate will be responsible for working with a diversity of assignments which requires the ability to balance multiple priorities. This position also provides the candidate with opportunity to interface with an executive management team and multiple off-site operations.

Qualified applicants will have an Associate's degree in Secretarial Science or preferably a Bachelor's degree in Business Administration. A minimum of three years of administrative/secretarial experience in a health care setting with demonstrated word processing skill, typing and transcription skills of 70 wpm is required. Excellent communication skills, both verbal and written, are required.

Our growing organization offers an outstanding benefits package and a competitive salary to match your skill. To apply, please send your resume to:

Human Resources Manager
AMICARE HOME HEALTHCARE
34605 Twelve Mile Rd.
Farmington Hills, MI 48331

Achieving Workforce Diversity through Affirmative Action/Equal Opportunity Employer.

ALL FEES COMPANY PAID
- Secretaries
- Bookkeepers
- Word Processing
- Receptionists
- General Office

PERMANENT STAFF
Farmington Hills 737-5750
Troy 585-2720

APARTMENTS UNLIMITED - Southfield. Part-time marketing associate (receptionist) requires highly organized, enthusiastic, articulate and ambitious person. Excellent phone skills a must. Perfect hours for high school or college students. Call Mary, 9am-5pm at 1-800-777-5616
An Equal Opportunity Employer

ARBOR NEEDS
- RECEPTIONISTS
- SECRETARIES
- WORD PROCESSORS
  - WordPerfect
  - MS Word
  - All Spreadsheets
- DATA ENTRY CLERKS

We have long/short term & temp-to-perm positions available.

ARBOR TEMPS 459-1166

BOOKKEEPER/Closing Secretary
Novi real estate office seeks dependable person to work 12-15 flexible hrs. per week. Call:
349-8175 ext. 224

BOOKKEEPER - experienced, full charge computerized bookkeeping for busy Westland office. Competitive wage & benefits. Send resume to Box #206.
Observer & Eccentric Newspapers
36251 Schoolcraft Rd.
Livonia MI 48150

BOOKKEEPER
FULL CHARGE
for multi locations restaurant, minimum 5 yrs experience required & prior restaurant experience preferred. Candidates must have computer accounting knowledge & be able to work independently. Respond in confidence including salary requirements to: Box 250
Observer & Eccentric Newspapers
36251 Schoolcraft Rd.
Livonia MI 48150

BUSY MADISON HTS. office needs dependable person for misc. duties. Some minor lab work (will train). Accuracy a must. Full and/or part time. 585-9923

CLERICAL
Full time general office work for Southfield apartment complex. Call Mon.-Fri. 9am-5pm, 353-9517
An Equal Opportunity Employer

BOOKKEEPER PART-TIME
Farmington Hills Real Estate Development and Property Management Firm has opening for experienced Bookkeeper to assist with Multi-property portfolio including accounts receivable, accounts payable, payroll & financial statements. We are fully computerized and use WordPerfect, Lotus and LIBRA. If you want to work hard and still have fun at an office, send resume to:
CERTIFIED REALTY, INC.
Attn: Ronald Boraks
38345 West 10 Mile Rd.
Suite 300
Farmington Hills, MI. 48335

CLERICAL
Full time entry level positions available in Southfield business office conveniently located off the Lodge. Accurate typing and clerical skills a must. Minimum 45wpm. Equal Opportunity Employer. Please call for appointment. 827-3380 Ex.205

504 Help Wanted Office-Clerical

BOOKKEEPER
Experienced through trial balance for small 2 person office. Must be non-smoker and have good computer & office skills. A knowledge of the automotive parts industry is a plus. Send resume with salary requirements to: International Logistics Group, 6145 Unit D Wall Street, Sterling Hts., MI 48312

BOOKKEEPER - FULL CHARGE
Through trial balance for small Livonia based industrial company. Strong computer skills a must as company will be invoicing for multiple locations during next year. Send resume to: Box 264
Observer & Eccentric Newspapers
36251 Schoolcraft Rd.
Livonia MI 48150

CALLING ALL
EXPERIENCED
Data Entry
Secretaries
Word Processors

SIGN UP AND WIN!

Your skills can land you an exciting, well paying position and a chance to enter our "SHOPPING SPREE" CONTEST. Don't delay, contest ends March 31st. Call the office nearest you for more information.

SOUTHFIELD 557-7444
LIVONIA 261-3830
PONTIAC/TROY 682-4510

INTERIM PERSONNEL
Contestants must qualify to win.
Never a Fee EOE

CLERICAL

Farm Bureau Mutual Insurance Company has a clerical opening in our Plymouth office. Duties will include public contact, filing, typing, and computer terminal work. Typing ability of at least 50wpm and previous clerical and public contact experience required. Microcomputer and insurance knowledge beneficial. Qualified candidates send resume to:

FARM BUREAU INSURANCE
9389 Haggerty Rd.
P. O. Box 380
Plymouth, MI 48170

An Equal Opportunity Employer

CLERICAL HELP
Energetic, good phone skills a must. Will train. Long hrs. Apply in person, 23100 Telegraph, Southfield, MI.

CLERICAL
Long term temporary positions in the Bloomfield Hills & Troy areas. $5.25-$7.50. Call for appointment
NO FEES E.O.E. M/F/H
EmploymentGroup
583-1919

CLERICAL
Office position available in Livonia branch of major stock brokerage firm. High school diploma required. Prior experience a plus. Benefits available. For consideration, please forward resume to: Olde Discount Stock Brokers, 17122 Farmington Rd., Livonia, MI.,48152
For further information contact Pat, McGorisk at 313-525-9000.

CLERICAL POSITION
Full time, entry-level, full benefits. Accurate typing skills, filing & phone work. Send resume: Attention Cindy, 19050 West 10 Mile, Suite 201, Southfield, MI 48075

CLERICAL SUPPORT

Sales office seeks detail oriented individual with good math skills. Must have data entry skills, 2 years general office experience & ability to handle multiple responsibilities. Good benefits, pleasant working environment, and delightful co-workers.

Send resume to:
VAL-PAK ADVERTISING
28180 SCHOOLCRAFT RD.
LIVONIA, MI 48150

CLERK/TYPIST - attorneys in Farmington Hills will train for their office. Typing & spelling skills essential. Experience not required. Starting wage, $4.50/hr. with regular increases. 855-8562

COMPUTER ENTRY
Major financial headquarters needs attention to detail and 8,000 keystrokes. Accounts payable/receivable a plus. To $7.50/hr. to start. Call Dana 646-8500
Uniforce Temporary Services

Computer Programmer/Office Manager. Mature person for tool distributor. Send resume: NTS, 20729 Sunnydale, Farmington Hills, 48336

COMPUTER
TECHNICAL SUPPORT
ENTRY LEVEL
Will train person with background in data processing to handle service calls, Mon. - Fri., 9am-5:30pm. Applications accepted at 29568 Northwestern Hwy., 10am-3pm, Monday thru Friday.

CONTROLLER
Manufacturing company in Taylor has an immediate opening for experienced Controller. Must have accounting degree, 5 years experience preferably in small company automotive/manufacturing environment. Strong computer skills are a must. CPA preferred. Qualified candidates interested in growth environment please reply: Parker Wittus & Co.: Att: D. Kramer, 2000 Town Center, Suite 1100, Southfield, MI 48075.

DATA ENTRY
Fortune 500 firm needs your 10,000 keystrokes and recent experience. To $7/hr. Call Diana at 357-0644
Uniforce Temporary Services

DATA ENTRY/GENERAL OFFICE
Expanding Farmington Hills corporation has new openings. Possible overtime. Call Doreen 473-2933
Uniforce Temporary Services

DATA ENTRY
Immediate permanent positions in major company. Minimum 1 year office experience. Flexible hours. Opportunity for advancement.
Diversified Recruiters Co.
344-6700 FAX 344-6704

DESK TOP PUBLISHING - part time, 20-30 hrs. per week. Typing & telephone skills. Some Macintosh experience. Call 10am to 5pm. 399-6270

DATA ENTRY
2 OPENINGS

Days: 10am - 7pm
Nights: 10pm - 6am
Keego Harbor area (near Pontiac)
Numeric data entry - 10,000 keystrokes.
2 month assignment

Contact Carol at:
ET SERVICES & SYSTEMS
777 Chicago, Rd.
Troy, MI 48083
313-589-8428
Fax: (313)-589-8427

EXECUTIVE SECRETARY

Government Agency seeks experienced secretary with excellent written and verbal communication skills. Looking for a self-starter, able to work under pressure and meet deadlines. Must type from dictation, be well-organized, detail oriented, and proficient in WordPerfect 5.1. Excellent benefit package. Salary commensurate with experience. Send resume and cover letter to Executive Secretary, 16801 Newburgh Road, Suite 106, Livonia 48154. No phone calls, please.