EMPLOYMENT

504 Help Wanted Office-Clerical

HUMAN RESOURCES SECRETARY

Supplier to the auto industry has a temporary position in the Human Resources Department. Must have solid secretarial skills including a PC background utilizing WordPerfect and Lotus 1-2-3.

Prefer individual with prior benefits and data base experience. Position should last several months and may lead to a permanent position.

Interested candidates should send resume to:

Dura Mechanical Components, Inc. Attn: H.R. Dept. - H.R. 1708 Northwood Troy, MI., 48084 EOE - M/F

IMMEDIATE OPENINGS Your customer service and office skills are needed now. Top pay. Flexible hours. Call Pam 357-0648 Uniforce Temporary Service

JOB FAIR
• Word Processors • Secretaries • Senior Typists • Customer Service Reps • Clerks • Receptionists • General Laborers
Immediate short & long term positions available in Farmington, Livonia, Dearborn, Southfield and Detroit. 2 pieces of ID and appropriate attire are required. Competitive salary and benefits. Tues, March 16, 1993, 8:30am-4pm Americenters - Livonia 39111 W. 6 Mile Rd., Livonia I-275 & Haggerty

KEY PUNCH OPERATORS - Tartan experienced. Full time days. 10:30-6:30. Telegraph & 6 Mile. Call 534-4440

LEGAL EXCELLENCE Personnel At Law is celebrating its 15th Anniversary.

For excellence in legal staffing: TEMP - PERM - or TEMP TO PERM, call or FAX your resume to:

PERSONNEL AT LAW 3000 Town Center, Ste. 2580 Southfield, MI 48075 FAX 358-0235 Phone:358-0060

LEGAL RECEPTIONIST, $18,000. 2 years experience in a law firm. Busy position, plush offices, benefits. Call Donna. 772-6760. SNELLING PERSONNEL SERVICES

LEGAL SECRETARY wanted for downtown law firm. 2 years litigation experience, Word Perfect 5.1. Send resume to: Personnel Director, 2200 Buhl Bldg., Detroit, MI 48226

LEGAL SECRETARY - Full time, 5 years experience required. Southfield law firm. WordPerfect required. Call Nancy at: 353-3810

LEGAL SECRETARY - Experienced. WordPerfect 5.1, personal injury & family law. Salary/hrs. negotiable. Resume: 30833 Northwestern Hwy., Suite 100, Farmington, MI 48334

LEGAL SECRETARY For Plymouth general practice. Need WordPerfect 5.0 and English proficiency. Resume: Box 700276, Plymouth, MI 48170

LEGAL SECRETARY for Southfield law firm. Personal Injury/Medical Malpractice experience & knowledge of WordPerfect 5.1 required. Call Fieger, Fieger & Schwartz 355-5555

LEGAL SECRETARY needed for non smoking law firm. 1-5 years experience in litigation. Type 70-80 wpm. Computer skills necessary. Send resume to: Barb, 2550 Telegraph Rd., Suite 250, Bloomfield Hills MI 48302

LEGAL SECRETARY for 12 attorney firm in Bloomfield Hills. Litigation experience required. Salary based on ability. Send resume & salary requirements to: Office Manager, 300 E. Long Lake Rd., Ste. 200, Bloomfield Hills, MI 48304

LEGAL SECRETARY/PART TIME For small general practice law firm in Farmington Hills. Flexible daytime hours. Legal experience preferred, but not required. Salary negotiable. Send resume to: Office Manager 7348 Deep Run Bloomfield Hills, MI 48301

LEGAL SECRETARY Growing Bloomfield Hills law firm seeks experienced legal secretary for part-time position. Must know WordPerfect 5.1 with min. speed 80wpm; general clerical duties. Pay commensurate w/experience. Non-smoking environment. Send resume to: Hiring Coordinator, 1533 N. Woodward, Suite 250, Bloomfield Hills, MI 48304

LEGAL SECRETARY For Southfield law firm. Needs self starter with confidence. Corporate (commercial loans) and litigation practiced. Requires excellent skills including WordPerfect and transcription. Current work experience. Benefits. Send resume and salary requirements to: Office Manager 26899 W. Twelve Mile Rd., Ste. 200 Southfield, MI 48034-1578

LEGAL SECRETARY Experienced, for small, pleasant personal injury firm in Southfield. Full time, good salary opportunities. Knowledge of WordPerfect, excellent typing skills, general office skills and prior experience in personal injury practice required.

Please send resume to: LAW OFFICE PO BOX 760426 LATHRUP VILLAGE, MI 48076

LEGAL SECRETARY Permanent part time, 10-15 hrs./week, downtown Birmingham. WordPerfect 5.1, non smoking. 647-6816

LEGAL SECRETARY: Small Law Firm seeking secretary with 1-2 yrs. legal experience. Must be proficient in WordPerfect 5.0. Bankruptcy Knowledge a plus! Non smoking office. SEND RESUME TO: 31275 Northwestern Highway, Ste. B225, Farmington Hills MI, 48334. Salary Commensurate/Experience

LEGAL SECRETARY needed for 2 attorney office in Southfield. Professional demeanor a must. Three plus years of litigation experience & computer knowledge helpful. Send resume to: Box 678 Observer & Eccentric Newspapers 36251 Schoolcraft Rd. Livonia MI 48150

LEGAL SECRETARY TO $26,000 Major law firm seeks 2+ years experience for litigation/corporate position. Professional environment and partner. Call or send resume to: Arthur Thomas, 3000 Town Center, Suite 2333, Southfield 48075 355-4140

MARKETING SECRETARY Plush office of suburban firm needs your WordPerfect 5.1 experience and ability to interact with clients. Call Sophie 357-0037 Uniforce Temporary Services

LEGAL SECRETARY $25,500 Corporate experience, plush offices, nice boss. Profit sharing.

LEGAL SECRETARY, $25,000 Major corporation, litigation experience. Northern suburbs. Benefits.

LEGAL SECRETARY, $24,000 Defense litigation, national firm. Some overtime, (Time & a half)

EXECUTIVE Secretary, $25,0000. Troy area. Legal experience desired. Shorthand. 772-6760 SNELLING PERSONNEL SERVICES

MARKETING ASSISTANT - We are looking for an experienced Assistant to help maintain a growing customer base. Wordprocessing or desktop publishing skills would be helpful and a pleasant telephone demeanor is a must. Part time or flexible hours. 334-1955

504 Help Wanted Office-Clerical

LEGAL SECRETARY Experienced legal secretary with excellent word processing & grammatical skills needed for Farmington Hills personal injury law firm. Please send resume to: Office Manager, 31700 Middlebelt Rd., Suite 240, Farmington Hills, MI 48334

LEGAL SECRETARY Extremely busy 2 attorney law firm seeks an experienced full time legal secretary to serve as secretary and office administrator. Must have excellent grammar, typing, and WordPerfect 5.1 for Windows. Network knowledge helpful. 3 years of litigation, divorce and corporate experience needed. Self motivation is a must. Salary commensurate with experience. Send resume to: Carolyn, 30400 Telegraph Rd., Ste. 435, Bingham Farms, MI 48025

LICENSING CLERK Licensing position available in Southfield company. Good typing, math & organizational skills a must. Able to deal with public & work with minimum supervision. Send resume to: Licensing Clerk, PO Box 300, Southfield, MI, 48037

LOAN COUNSELORS We are seeking individuals with excellent writing & verbal communication skills, good math aptitude, & accurate typing skills. Previous collection experience is a plus. Responsibilities will include handling outbound & inbound calls from mortgagors throughout the country regarding delinquent accounts. Individuals must be available to work evening shift if required. We offer a competitive benefit package. Qualified candidates should send a resume or apply in person Mon-Fri, 9am-4pm.

Human Resources SOURCE ONE MORTGAGE SERVICES CORPORATION 27555 Farmington Rd. Farmington Hills, MI. 48334 Equal Opportunity Employer M/F/D

LOOKING FOR WORK? Do you have clerical skills? We have long-term, temporary positions in the downtown area. Secretaries, data entry operators, & clerk typists needed for this financial giant. Let us turn your skills into money! Call today for an interview appointment.

473-2111 N S SERVICES

MORTGAGE LOAN PROCESSORS For our Rochester Hills office. Experience preferred. Salary commensurate with experience. Please call 375-2626

MORTGAGE WE NEED • Processors • Clerks • Data Entry
WERE BUSY Please call today.
WOLVERINE STAFFING Southfield: 358-4270 Troy: 879-9070

OFFICE ADMINISTRATOR Division of Anheuser Busch. Secretarial & administrative skills required. Full time contract position. Send resume to: Busch Creative Services, 26877 Northwestern Hwy., Su. 303, Southfield, MI 48034.

OFFICE/CLERICAL - Full time. Bloomfield Hills firm seeks responsible individuals for clerical/data entry positions. Excellent benefits. Send resume to: Box 568, Observer & Eccentric Newspapers 36251 Schoolcraft Rd. Livonia MI 48150 An Equal Opportunity Employer

OFFICE/CLERICAL Experienced in Microsoft Windows, Word, & Excel. Flexible hours. Pay commensurate with experience. Send resume to: Retirement Funding, atten CAM, 30100 Telegraph, Suite 170, Bingham Farms, MI 48025

OFFICE/CLERICAL Good word processing & interpersonal skills needed by retirement home for afternoon shift, Mon-Fri. Apply in person or send resume to: St. Anne's Mead 16106 W. 12 Mile Rd. Southfield, MI 48076

OFFICE CLERKS We desperately need 6 clerks for Bloomfield Hills and 3 for Warren. If you have office skills, please contact us immediately! These are full time, good-paying positions with benefits. EXPRESS SERVICES 643-8590 Not an Agency Never a Fee

OFFICE HELP 35-40 hours, Mon-Fri. Computer work, filing, and general office work. Farmington/Livonia area. Call Martin Gold 476-6729

OFFICE MANAGER/Secretary for small real estate & building co. Experienced. Part time. 1-3pm, Mon.-Fri. W. Bloomfield area. 851-5287

OFFICE STAFF NEEDED for busy, customer oriented auto service department. Looking for professional & self motivated individuals with a desire to achieve & maintain the highest standard associated with 5 star customer service. Competitive wages & benefits. 401K plan & more. Apply in person to Crestwood Dodge Service Department, 32850 Ford Rd., Garden City.

OFFICE We have the following openings in Troy, Farmington, Southfield, for long term Temporary Jobs...

5 Secretary Word Processors WordPerfect 5.1 Lotus 1-2-3
3 Receptionists Electronic Board, over 70 extensions.
3 Administrative Assistants WordPerfect 5.1 Free Lance, Microsoft Word
2 Executive Secretaries Xerox 630 Memory Shorthand a must

589-8428 If you are working temporary now, we will try to set appointments in evenings or Saturdays. 777 Chicago Rd. Troy, MI 48083 ET SERVICES & SYSTEMS

ORDER ENTRY FOR AD SPECIALITY SALES Fast paced progressive Troy based specialty advertising and incentive award company has immediate opening for a reliable person who is self-motivated and has excellent written and oral skills. Duties include order input and vendor follow-up. Successful candidate will be organized, work well against deadlines and be able to type 45-60 wpm. Salary/benefits. Send resume to: Order Entry, PO Box 7046, Troy, MI 48007-7046

PARAPLANNER - Full time. Farmington Hills office. Licensed, communication & organizational skills, computer proficient. Call Amy, IDS Financial Services. 626-1600

PARTNERS - In thriving consulting firm seek Administrative Assistant for new office in Birmingham for 15-25/hrs/wk. Must be self-starter, proficient on IBM computer, have high standards of quality, flexible schedule and good sense of humor. Light bookkeeping & warm, friendly manner required. You're gonna love us! Send resume to: The Gratchko Partnership, 303 Detroit St. Suite 250, Ann Arbor, MI 48104

504 Help Wanted Office-Clerical

OFFICE MANAGER - part/full time, for interior design/antique shop. Must have good bookkeeping & clerical skills. Some design background, antique knowledge, and/or retail experience helpful. 645-2433

OFFICE MANAGER computer, basic accounting knowledge required. Good phone skills. Evenings & wkends. $6/hr to start. Canton area. Call Tues, Thur, Fri 9am-7pm. Only call at above times. 453-3331

OPPORTUNITY We have lots of positions available at top pay for either short or long term. Secretarial skills and data entry a plus. Call Pam 646-6500 Uniforce Temporary Service

PARALEGAL Must be Certified and have experience in personal injury, particularly in 1st & 3rd party auto. Must have excellent typing and knowledge of court procedures. Must be conscientious, dependable and self motivated. Resume & salary requirements to: Box 572 Observer & Eccentric Newspapers 36251 Schoolcraft Rd. Livonia MI 48150

PART & FULL-TIME DATA ENTRY RECEPTIONISTS MAIL ROOM CLERKS Immediate openings. Call ADIA, Discover the Difference at: 525-0330

PART TIME Bookkeeper/Secretary. Must have knowledge of small business taxes for construction business. Flexible hrs. 474-1830

PAYROLL CLERK - Full time. Some accounts payable for suburban nursing home. Experienced only. Call: 353-1155

PERSON FRIDAY Mature, responsible individual for receptionist/office duties. Computer experience required, knowledge of Excel beneficial. Must have reliable transportation. (some driving required)

• FULL BENEFITS PACKAGE • HOURS: 7AM-5PM DAILY

Call or send resume to: Linda Porter THE HMS CO. 1230 E. Big Beaver Troy, MI 48083 Phone: 689-3232 FAX: 689-0665

PERSON needed for busy real estate appraisal office, flexible work hrs. 2-3 days/wk. Real estate experience helpful, people who majored in accounting or finance preferred. Prepare resume & call 851-2975

PHONE ORDER PROCESSORS Heavy customer contact. Light record keeping. Part-time after 5pm. $12 per hour earning potential. Will train the right people. Great position for students, homemakers, retirees. 478-7355

PRODUCTION SECRETARY We are a Leading manufacturer of rubber, plastic, and hydraulic products. We have a full-time, 40 hr/wk. position open for a Production Secretary. This key position will provide administrative support to the Manufacturing personnel. This includes creating various reports through software packages, such as Windows and Excel. Also responsible for processing employee paperwork, following up with vendors, data entry, and general clerical duties.

Ideal candidate will have a at least 3 yrs. prior office administrative experience, and enjoy working in the midst of the manufacturing environment. Excellent verbal and written communication skills, prior experience with Windows, Excel and PC created flow charts. 2 yr. college degree preferred. Must have strong interpersonal skills.

We are willing to pay the right person between $7 - $9/hr., depending upon prior experience. Medical, 401K, tuition reimbursement, and company bonus plan available!

If your background meets our needs send your resume with salary requirement by March 19, 1993:

Exotic Rubber & Plastics Corp. Production Secretary P. O. Box 395 Farmington, MI 48332-0395 Attn: Human Resource Dept.

NO PHONE CALLS

PURCHASING SECRETARY Growing automotive supplier has an opening for an experienced secretary. The preferred candidate must possess 2 plus years of general office experience, excellent personal computer skills (Microsoft & Quattro Pro preferred), and able to type 60wpm. If you are a well organized, detail oriented individual, please submit a resume including salary requirements to Box 594: Observer & Eccentric Newspapers 36251 Schoolcraft Rd. Livonia MI 48150

PART TIME Receptionist, busy district office, good phone skills a plus. $5/hour to start. For interview. 522-1265

RECEPTIONIST Needed for national leasing company. Extremely busy switchboard requires an efficient, pleasant individual. Some light clerical duties. Previous switchboard experience helpful. Please send resume to T.H., P.O. Box 9066, Farmington Hills, MI 48333.

RECEPTIONISTS & WORD PROCESSORS Client companies need your 1-2 years experience right now. Please call for appointment Future Force 528-6454

RECEPTIONIST With light office duties in Southfield. Please call 8am-5pm. 559-9890

RECEPTIONIST NEEDED Farmington Hills area, fun office. Please call 932-0780

RECEPTIONIST/TYPIST - Dependable & willing to work. Bloomfield Hills. Insurance background helpful. Contact Carol or Cindy: 647-2133

RECEPTIONIST -PART TIME. $5/hr. Approximately 30 hrs./week. Call for appointment. 455-0140

RECEPTIONIST/FILE CLERK Livonia Insurance agency. Good phone, computer, typing, and communication skills. Send resume to: Receptionist PO Box 2748 Livonia, MI 48151

RECEPTIONIST/SECRETARY 1 person office for psychiatrist in Southfield area. Experience preferred. Billing, accounts receivable, scheduling. Work is interesting and exciting. Seeking enthusiastic, professional person. $250 week plus some benefits. 626-4545

RECEPTIONIST/CLERICAL Busy photography studio in Troy is seeking an enthusiastic individual for a temporary 6 month position. Must have pleasant phone manner, light typing/data entry experience & 10-key ability. Call Kristie, 9-5pm: 280-0640

RECEPTIONIST Temporary assignment with full time opportunity. Must have multi-line phone experience and typing skills (40 WPM minimum). Position requires excellent communication and organizational skills. To schedule an interview call: TEMPEXCHANGE 557-5600

RECEPTIONIST Person needed to answer phones & do some light clerical work. Full-time 8:30-5. Call Tammy 442-7430

RECEPTIONIST/SECRETARY Full-time at business administration/insurance office. Downtown Royal Oak. 334-6878

504 Help Wanted Office-Clerical

RECEPTIONIST (PART-TIME) needed for busy brokerage firm. Approximately 22 hrs. a week. Please Call Patty Derby at 393-6656 An Equal Opportunity Employer

RECEPTIONIST NEEDED for WILD & CRAZY office. Call Ann for interview. 569-6667

RECEPTIONIST - Reliable, mature, personable, early riser. Send resume to Power House Gym, 2580 N. Squirrel Rd. Auburn Hills, MI. 48057

RECEPTIONIST, FULL-TIME. With office management skills for video production company in Royal Oak. 288-4060

RECEPTIONIST/CLERK Fast paced law firm seeks experienced receptionist/clerk to handle telephones, filing & various office duties. Please call, 274-4502

RECEPTIONIST/Secretary - strong telephone & computer skills, accurate typing, well-organized, mature, non-smoker. Apply 2-4 pm at 1500 N. Woodward, Royal Oak. 545-8780

RECEPTIONIST/SECRETARY To work in Builder/Developers office. Send resume and wage requirements to: 4968 Oak Hollow, West Bloomfield, MI 48323

RECEPTIONISTS needed, must be sharp & dependable. If you are between 18-21 years old and live in Wayne County (not Detroit) Call 464-1660 An Equal Opportunity Employer

RECEPTIONIST/ASSISTANT Optometric office, full-time. Optical experience preferred. South Lyon/Walled Lake area. Send resume to: 819 N. Pontiac Trail, Walled Lake, MI. 48390

RECEPTIONIST/DATA ENTRY to answer phones & greet customers. Must be a people person, excellent fringes. Send resume & salary requirements to: Receptionist, PO Box 2382, Livonia, 48151

RECEPTIONIST/SWITCHBOARD International headquarters of this prestigious firm has need for experienced switchboard operator. Call Ruth 646-6166 Uniforce Temporary Services

RECEPTIONIST Outgoing individual needed for busy fast paced office in Rochester Hills. Must have experience with WordPerfect 5.1. Full time with good benefits. 852-6600

RECEPTIONIST/ FULL-TIME For busy Southfield law office. Experience necessary. Benefits. Salary negotiable. Call Carol: 358-4400

RECEPTIONIST needed for Livonia. Must have experience. We offer long, short and temp-to-perm assignments with excellent pay. Call 464-7079 ETD Temporary Service An Equal Opportunity Employer

RECEPTIONIST/Secretary/Bookkeeper full-time for busy property management office. Excellent interpersonal and telephone skills, word processing. Entry level. Non-smoking. Call Shari 9am-12:00 only at. 855-6955

RECEPTIONIST/SECRETARY full time for on-site office complex. Self-starter with excellent interpersonal and telephone skills. One person office. Non-smoking. $6.50-$7.50/hour. Call Shari 9am-12:00 only at. 855-6955

RECEPTIONIST NEEDED for fast paced wholesale distributor, located in Medical Center/Orchestra Hall area. Qualified candidate must be experienced with multi-line phones, some typing required. Address resume to: DMR, 3906 Woodward, Detroit, MI 48201. EOE

RECEPTIONIST/GENERAL OFFICE, experienced only need apply. WordPerfect 5.1, non smoking office, fringe benefits Send resume to: K.J. Law, Engineers, Inc. 42300 W. 9 Mile, Novi, MI 48375 No phone calls please An Equal Opportunity Employer

RECEPTIONIST Full time, experienced only. High energy, detail oriented. WordPerfect & switchboard a plus. Send resume with salary requirements to: RECEPTIONIST 17370 N. Laurel Park Dr., Ste. 440-E Livonia, MI 48152

RECEPTIONISTS Several openings in the Plymouth Area. Multi-lines, professional image, 30-50 wpm. Call for appointment.

ARBOR TEMPS 459-1166

RECEPTIONIST Fast-paced Southfield company desires Receptionist, with superior telephone manner & a pleasant front desk appearance, for a busy switchboard. Position requires varied hours. Send resume to: Receptionist, PO Box 300, Southfield, MI 48037

RECEPTIONIST/ WORD PROCESSOR $18,000 FEE PAID Clients contact, variety, lots of word processing, super benefits. Wordperfect and Lotus desired. Call Mark at: 649-5900 Or fax resume to 649-3526. M. BOOKSPAN & ASSOC.

RECEPTIONISTS One needed for Auburn Hills and another for Sterling Heights. These are full time, good-paying positions with benefits. EXPRESS SERVICES 643-8590 Not an Agency Never a Fee

RECEPTIONIST SWITCHBOARD OPERATORS DATA ENTRY CLERKS Interested in working for a temporary service? We have short & long term assignments available. We need you--please call... CONTEMPRA (Madison Hgts.) 583-9500 (Dearborn) 563-5900

RECEPTIONIST PART-TIME COUNTY MORTGAGE CORPORATION, a subsidiary of First Federal of Michigan, is seeking a person on a part-time basis for its office located in Birmingham, off Woodward, north of Maple Road.

QUALIFICATIONS:
- Ability to deal well with others over the telephone and in person
- Accurate typing 35-40 wpm
- Familiarity with business machines and office procedures
- Flexibility, this part-time position may become a full-time position as activity increases

Position offers competitive pay and benefits. Apply in person, 10:00am to 2:00pm, Monday - Friday, at the address listed below. It is the policy of First Federal to conduct pre-employment drug testing.

COUNTY MORTGAGE CORP. 180 OAKLAND AVENUE BIRMINGHAM, MI, 48009 An Equal Opportunity Employer

SALES SECRETARY Fortune 200 Company has a secretarial position available in a busy Sales Department. Duties include directing telephone calls and word processing a variety of business correspondence. The ideal candidate will possess 2-3 years secretarial experience, full knowledge of IMB PC Programs including Displaywrite 4, Lotus and WordPerfect. Strong communication and editing skills required and the desire to work in a quick-paced environment. Experience with client contact helpful. Send resume & salary requirements to: Box 454 Observer & Eccentric Newspapers 36251 Schoolcraft Rd. Livonia MI 48150 An Equal Opportunity Employer

504 Help Wanted Office-Clerical

RECEPTIONIST Immediate part-time position available Mon-Fri, from 12-4pm, with fast paced professional group in Southfield. Requires experience with high volume, 10 line switchboard, excellent phone etiquette, pleasant speaking voice, professional attitude & appearance for greeting visitors. 3 yrs. experience mandatory. Send resume & salary requirements to: Receptionist/Personnel, 2000 Town Center, Ste. 2200, Southfield, MI. 48075. An Equal Opportunity Employer

RECORD CLERK PART-TIME Entry level position, flexible hours (approximately 5-8 hours per day). Qualified applicants must enjoy the repetitive functions of copying, sorting and filing. Interested applicants may apply Mon-Fri, 8:30am-12:30pm only. MELODY FARMS 31111 INDUSTRIAL RD. LIVONIA, MI 48150 Equal Opportunity Employer M/F/H

RECRUITING CLERK SOUTHFIELD agency seeks candidate with two years' office experience, preferably in a Human Resources setting. Must be able to handle multiple duties which include: screening/testing of applicants, conducting reference checks, orientation and placement of employees. Accurate typing skills/computer knowledge preferred. Competitive salary/benefit package offered.

COMMUNITY HOME CARE (313) 978-7484 An Equal Opportunity Employer

REGULAR POSITIONS TEMP TO HIRE & TEMP Salaries from $7-$11 per hour. These companies want to interview immediately. We can put you on a temporary assignment while you are looking. Call 644-4800. Hurry! SNELLING PERSONNEL SERVICES

SALES COORDINATOR Dura Mechanical Components, Inc., a supplier to the auto industry, has an opening for a non-exempt salaried position in its New Business Opportunities Department.

Requires good secretarial/administrative skills, including strong PC background. Must have ability to work independently: prior sales experience helpful. Position handles tracking/reporting activities, typing of quotes and correspondence.

Interested candidates should send RESUME TO: DURA MECHANICAL COMPONENTS, INC. Attn: H.R. Department - S.C. 1708 Northwood Troy, MI. 48084 EEO-M/F

SALES SECRETARTY TO $20,000 You can help develop this new position coordinating activities for a busy sales department. Must be well organized, with customer service experience, wordperfect and lotus. Manufacturing company background a plus. Call Lannette at 464-0909. SNELLING PERSONNEL SERVICES

BIRMINGHAM PROTESTANT Church seeks qualified person to share in ministry as full time Church Secretary. Computer skills required. Send resume to: Box #522, Observer & Eccentric Newspapers 36251 Schoolcraft Rd. Livonia MI 48150

BIRMINGHAM INVESTMENT firm is seeking detail oriented individual with excellent word processing, secretarial & communication skills to assist Portfolio Manager. Figure aptitude, securities experience required, Lotus knowledge a plus. Resumes to Attn: Accounts Administrator, PO Box 3043, Birmingham, 48012-3043

PART-TIME SECRETARIAL Immediate opening in sales-marketing department for part-time secretary. 20-25 hours per week. Flexible hours. Duties will include typing, general clerical & handling customer telephone calls. Pay commensurate with experience. Send resume to: Personnel Department Michigan CAT 24800 Novi Road Novi, MI. 48375 Affirmative Action Employer

SECRETARIAL OPEN HOUSE We are looking for dependable people with reliable transportation to fill positions in the Western Suburbs.

If you have a minimum of six months experience in any of these areas: ● WORD PROCESSORS ● DATA ENTRY OPERATORS ● SECRETARIES ● RECEPTIONISTS ● CLERKS

Or, no experience required for these positions: ● PHONE SURVEYORS ● TELEMARKETERS

PLEASE JOIN US ON TUESDAY MARCH 16th, FROM 11AM - 3 PM AT 38701 W 7 Mile, Suite 196

(7 mile Crossing at I-275...1st. floor, right hallway...last office on the left)

Bring picture ID, social security card and three work references. No appointment needed. For information call: CORPORATE PERSONNEL SERVICES 261-1120 NO FEE EOE

SECRETARY ADMINISTRATIVE ASSISTANT SUBURBAN POSITION We are seeking 2+ years secretarial experience for administrative assistant position. Degree preferred. Tuition reimbursement + full benefits. Call Arthur Thomas. 355-4140

SECRETARY - administrative assistant, W. Bloomfield. Diversified duties, phone skills, plus WordPerfect 5.1, benefits. To $22,000. Fee paid

RECEPTIONIST - secretary, Ren Cen area, good typing, phone ability, personality & appearance, benefits, $16,000. Fee paid

LOIS RAY PERSONNEL SOUTHFIELD 559-0560

Secretary/Bookkeeper Administrative Assistant Advertising Birmingham advertising agency seeks very competent, mature person who can take charge of all administrative functions. Must have excellent typing, bookkeeping & computer capability. 1 secretary office, immediate availability an asset. Call Mr. Rosen at: 645-9550

SECRETARY For Southfield law firm. Requires excellent skills including WordPerfect 5.1 and transcription. Current work experience. No legal experience required. Benefits. Send resume to: Office Manager, 26899 West Twelve Mile Road, Suite 200, Southfield, MI 48034-1578.

SECRETARY - Full time work at CPA firm in Walled Lake. WordPerfect experience required. Send resume to Box #562 Observer & Eccentric Newspapers 36251 Schoolcraft Rd. Livonia MI 48150

504 Help Wanted Office-Clerical

SECRETARIAL/ASSISTANT 35 Hours, week, $6.50/hr. for good telephone communicator, with abilities in light bookkeeping, correspondence, filing and to provide administrative assistance to property manager in non-smoking Novi office. Send resume to: Susan Lloyd, 27780 Novi Rd., #100, Novi, MI 48377

Secretaries/ Word Processors $9 & UP
• WordPerfect 5.1 • Lotus 1-2-3 • Macintosh
Qualified candidates needed for short & long term assignments in Troy & surrounding areas. Call for more information. 591-1100 Acro Service Corp.

SECRETARY for Bloomfield Hills tax law office, 8AM-5:30PM. Must have great English skills. $20,000 plus. 335-4000

SECRETARY full-time, Canton. Ambitious, energetic candidate should type 60 wpm, have 1 yr. experience in WordPerfect 5.1. Previous medical office experience a plus. Send resume in confidence to: Personnel, P.O. Box 1005 Ann Arbor, MI. 48106.

SECRETARY - Full time entry level for Southfield office. Light bookkeeping, Lotus & word processing experience desired. Call Mon.-Fri. 1-4pm. 332-2015 An Equal Opportunity Employer

SECRETARY Full time secretary needed for busy professional real estate office in Farmington Hills. Mature, responsible person proficient in WordPerfect as well as all around general office experience. At least 1 yr. of secretarial experience required. Good salary, benefits. Please call Elaine between the hrs. of 9-12 at 737-2288

SECRETARY Immediate long term openings at executive headquarters of international firm. WordPerfect and Lotus. Call Sandra 648-7862 Uniforce Temporary Service

SECRETARY: Mon. Tues. Fri, 8:30am to 5pm. Flexible. Wordperfect 5.0 required. Busy Office. Non-profit. Send resume: Development Judson Ctr, 4410 w. 13 Mile Rd. Royal Oak, MI 48073.

SECRETARY Needed for insurance office in Canton, 20-30 hours per week. Call Tim, 9am-5pm, Mon-Fri. 454-0070

SECRETARY NEEDED For established furniture store in Plymouth. 20-30 hrs. Retail service oriented with excellent organization & communication skills. 459-1300

SECRETARY - PART TIME Approximately 20 hours a week. Competitive salary, WordPerfect 5.0 necessary. Responsibilities include meeting planning, typing, misc. office duties. Send resume and salary requirements to: 1533 N. Woodward, Ste. 140, Bloomfield Hills, MI 48304

SECRETARY: (Part-time). Type at least 50 wpm. Wordperfect experience desirable. SEND RESUME TO: Weiner Carrier & Associates PC, 42400 Grand River Ave. Ste. 207, Novi, MI. 48375.

SECRETARY/ RECEPTIONIST Established Property management company seeking well organized individual. Pleasant phone manner and good typing skills required. WordPerfect helpful. Send resume to: 100 Galleria Officenter #400 Southfield, MI 48034

SECRETARY/RECEPTIONIST Our team oriented office has an immediate opening in an entry level position for an outgoing self-motivated person who has experience working in a office. Word processing experience a must. 264-4856 or fax 264-8303 or apply at: 36845 Metro Ct. Sterling Hts. 48312. (S side of 16 Mile, E of Mound, off service drive.)

SECRETARY RECEPTIONIST Farmington Hills office equipment sales service company seeking high energy from office person. Phone answering, customer contact, fill orders for supplies, prepare proposals, daily input on computerized accounting system, PC experience necessary. Please forward resume to: 31800 Northwestern Hwy, Ste 120, Farmington Hills, MI. 48334. Attention Judy.

SECRETARY/ RECEPTIONIST For indoor rollerblading entertainment center in West Bloomfield. Mature, responsible, non smoker with excellent WordPerfect and general office skills. Please call Pam at 851-6818

SECRETARY TEMP TO PERM A well established automotive supplier in a choice suburban location offers an immediate opportunity. Good word processing needed. Call 464-0909. SNELLING PERSONNEL SERVICES

SECRETARY WordPerfect 5.1 & Lotus required for immediate openings with rapidly growing suburban firm. Call Sean 473-2931 Uniforce Temporary Services

TELEMARKETER Part time that can work towards full time. Excellent phone skills, customer service and corporate contacts. Office in Royal Oak area. Ask for Mickey 546-1138

TELEPHONE Receptionist, Order Entry & Clerical work. Flexible hours. Ideal for working parent. Livonia area. Call 2-5pm. 427-6619

THE CITY OF PLYMOUTH is seeking minority and other qualified applicants for the following positions:

DATA ENTRY CLERK. Downtown Development Authority. Approximately 20 hours per week. Schedule flexible. Salary: $6 to $8 per hour depending upon qualifications.

MAINTENANCE OPERATOR. Recreation Department. Full-time. Salary Range: $9.29 to $11.81 per hour plus benefits.

Complete job descriptions are available at City Hall, 201 S. Main, Plymouth, MI. Applications taken in person only at City Hall during regular business hours through Friday, March 19, 1993.

The City of Plymouth is an equal opportunity employer and does not discriminate on the basis of race, color, national origin, gender, religion, age, or disability in employment or the provision of services.

UTILITY PERSONS Downtown company has immediate openings for full-time all purpose persons who are mechanically inclined. We are seeking physically fit, trustworthy, reliable individuals that are ready to roll up their sleeves and assist. Hard workers need only apply. Experience in construction is a plus. For consideration send resume to: HUMAN RESOURCES U-3-8 FULFILL, INC. 1700 W. Fort Street Detroit, MI 48216

Word Processing Secretaries (EXPERIENCED) Interested in working for a temporary service? We have short & long term assignments available. We need you—please call... CONTEMPRA 583-9500 Madison Hgts 563-5900 Dearborn

504 Help Wanted Office-Clerical

SECRETARY

TRANSITIONAL YEAR RESIDENCY PROGRAM SECRETARY Secretary needed for innovative Transitional Year Residency Program. Position requires working knowledge of PC, WordPerfect 5.1, shorthand, typing 60 wpm. Previous sales or recruiting experience preferred and good organizational skills. Professional office environment. If interested in this challenge, please send resume and cover letter to: Human Resources Department, Oakwood Hospital Village Plaza, 23400 Michigan Avenue, Suite 1100, Dearborn, MI., 48124. An Equal Opportunity Employer

THE CHARLES KENT REAVER Co. has an opportunity open for a Receptionist/Secretary. Must be familiar with computer input, good typing skills, a good speaking voice that conveys warmth and public contact and an elegant professional appearance are necessary. This is a full time position with excellent company benefits including health, life & dental. Non smokers only. Call Mr. Lewis, Tues.-Fri. between 1-4pm: 557-4583

TOP PAY!!! GENERAL LABOR IMMEDIATE OPENINGS Now hiring for these positions: PRESS OPERATORS JANITORS MACHINE SHOP WAREHOUSE
SNELLING TEMPORARIES NEVER A FEE
LIVONIA 464-2100
AUBURN HILLS 373-7500
SOUTHFIELD 352-1300

TYPIST, SOUTHFIELD AREA Full time position, flexible hours. 60-65 wpm. Accuracy a must. Computer knowledge helpful, but not necessary. Will train. Benefits. Call Kathy, 353-1808, Ext. 333. An Equal Opportunity Employer

WARRANTY CLERK For busy Lincoln Mercury store. Experience a plus. Good clean shop. Send resume to: Box 554, Observer & Eccentric Newspapers 36251 Schoolcraft Rd. Livonia MI 48150

WORD PROCESSORS Creative department of national advertising agency needs experienced word processors. Enjoy this dynamic environment. Call Sheila 357-0036 Uniforce Temporary Services

WORD PROCESSORS Needed experienced in 1 or more of the following: • Microsoft • Windows • WordPerfect • SmartWare ADIA 313-722-9060 or 313-382-2342

WORD PROCESSOR - NIGHTS Prestigious Troy law firm seeks a part time person with experience in WordPerfect 5.1, who types 85-95WPM. Approximately 4 hours per evening, schedule is flexible. Desire someone who is dependable and can work independently. Send resume & salary requirement to: Box 586 Observer & Eccentric Newspapers 36251 Schoolcraft Rd. Livonia MI 48150

505 Help Wanted Food-Beverage

ACCEPTING APPLICATIONS for all positions, day & night shift. Apply in person Bob Evans 26245 Telegraph, Southfield 354-6252

ALEX'S FAMILY DINING Cooks, Waitstaff, Host Person. Experienced & able to give outstanding customer service. 15500 Telegraph, S of 6 mile, 535-8420

AN EXCITING OPPORTUNITY Awaits you with A & W Restaurants for experienced Assistant Managers. Must have experience in fast food restaurant management. Restaurant located in Livonia area. Company offers Bonuses & insurance. Call Carl, Mon-Fri., 1-4pm, at 282-9665

APPLY WITHIN: Reliable Dishwashers & Bus People for part-time work. Moy's Restaurant, 16825 Middlebelt, Livonia.

ASSISTANT COOK, Days Mon. through Fri., 9am-5pm. Clancy's Bar & Grill Farmington Hills, 477-7177

BAKER/BAKER'S HELPER Starting hours 8am, and COUNTER HELP, 9-5pm, Mon-Fri. Wild Flour Bakery & Deli, 11426 Merriman Road, (just south of Plymouth Road), Livonia. Apply in person, Monday-Friday, 8am-10am or 2pm-4pm only.

BARTENDER For private W. Bloomfield country club. Daytime hours. Call Dolores: (313)360-0600

BARTENDER Full and part time. Apply in person, The Box Bar & Grill, 777 West Ann Arbor Trail, Plymouth.

BARTENDERS experienced only. Apply in person: Tues. thru Sat., Royal Oak Elks, 206 S. Troy. 544-3561

BENNIGAN'S now hiring experienced sales staff for the Plymouth location. Must apply in person between 2-4pm, Mon. - Thurs. 40441 ANN ARBOR RD. Bennigan's Restaurant Corp.

BOB EVANS RESTAURANT now accepting applications for Daytime Grill Cooks. Apply in person: 13911 Middlebelt, Livonia.

BREAKFAST COOK GARDE MANGER Cooks with catering experience needed for busy Spring party season. Apply in person: RICHARD & REISS 273 Pierce St. Downtown Birmingham

BUS PERSON For private dining club in Plymouth Please call 453-1632

BUSSERS & EXPERIENCED FINE DINING WAIT STAFF Apply Mon.-Fri. between 1:30-2:30 with brief interview. See Luciano, Forte D' Amore restaurant, 32030 Plymouth Rd., Livonia, 422-0770

CASHIER - part time, midnights. COOK SUPERVISOR - full time, midnights. Position is available in Dietary Dept. Experience for either position is preferred. Fill out application & bring resume to: 28050 Grand River, Dietary Dept., Mon thru Fri. between 8am-3pm. No phone calls please.

NIGHT CHEF, experienced. Apply in person. MacKinnon's Restaurant, 126 E. Main St., Northville. No phone calls!

★ COOK SWEET LORRAINE'S Looking for an experienced person for our Southfield Cafe. Good benefits. Apply in person 2-5pm, Greenfield Rd., N. of 12.

COOKS, DISHWASHERS, BUS PERSONS, full time. Apply: Newport Richie, 11791 Farmington Rd., Livonia. Call or come in after 2pm, ask for Linda. 525-7640

COOKS, HOST PERSON, Wait Persons, Bar Persons, Business up 20% Need experienced, loyal, trustworthy clean, neat, efficient team players. Apply at Pub, 1461 Woodward

COOKS - SHORT ORDER, full time, 2 cooks needed, experienced, days & evening hrs, good competitive package. Call for interview between hrs of 8am-5pm 313-453-1900

505 Help Wanted Food-Beverage

CONGENIAL, RELIABLE Bar help wanted immediately. Full/part time. Strong service skills preferred. Please call 313-459-6118

COOKS, DISHWASHERS, STOCK Persons & Host/Hostesses Apply in person between 9-3. Wooly Bully's Rock-N-Diner, 43333 W 7 Mile, Northville.

COOKS experienced only. Apply in person: Tues. thru Sat., Royal Oak Elks, 205 S. Troy. 544-3561

COOKS - For days and afternoons, excellent pay and working conditions. Golden Lantern, 33251 Five Mile Rd., Livonia.

COOKS - Part time, nights. Apply between 2 & 5: Page's Food & Spirits, 23621 Farmington Rd. (at Grand River), Farmington

COOKS, WAITSTAFF & BUS HELP (experienced). Excellent pay for right person. Apply, Mr Mike's, 35323 Ford Rd. Westland. 722-8882

COOKS WANTED - at MR. B'S FARM, full or part time, experience helpful, please apply in person Mon. thru Fri, 10-5p. 24555 Novi Rd. just N. of 10 Mile, Novi

DELI HELP WANTED - Part time, mornings & after noons available. Retirees welcome. 643-6757

DELI MANAGER - Retail outlet for sausage company. Aggressive creative person. Full time, benefits, no Sundays. Must be qualified with experience. 642-2375, ext. 3020

DENNY'S ACCEPTING APPLICATIONS For Waitstaff, Dishwashers & Cooks, for all shifts. Starting pay for cooks, based on experience. Apply in person. DENNY'S: Grand River & Ten Mile Junction.

DIETARY ASSISTANTS We are presently accepting applications for contingent positions on the afternoon shift. Previous food service experience is preferred. If interested, you may apply in person or send resume to: Personnel Department GARDEN CITY HOSPITAL 6245 N. Inkster Rd. Garden City, MI 48135

DINING ROOM & Kitchen positions for W Bloomfield country club, Wed thru Sun. Benefits. Apply at 6051 Orchard Lake, 10-4pm, Wed thru Sun.

DISHWASHER - NIGHT COOK full time positions available at Ernesto's Italian Restaurant, excellent benefits & wages, apply in person - 41661 Plymouth Rd - Plymouth 453-2002

EXPERIENCED WAITSTAFF ONLY. 3-11pm & 11-7am shifts. Part time. Apply in person only: Ram's Horn, 8560 Middlebelt, S. of Joy Rd. Westland.

FOOD & BEVERAGE MANAGER MT. CLEMENS AREA Entry level, excellent growth potential. Need creative, innovative person to help us grow. Strong supervision skills. Send resume to: Box 576 Observer & Eccentric Newspapers 36251 Schoolcraft Rd. Livonia MI 48150

FOOD SERVERS, BUS PERSONS, COOKS & DISHWASHERS experienced, for private W. Bloomfield club. Apply in person: Mon-Fri, 9am-11am only. 5050 W. Maple Rd., W Bloomfield, between Inkster & Middlebelt.

FOOD SERVICE WORKER Part time, Parkside Cafe in Novi. Call Erica 2PM-4PM, Mon.-Fri. 380-4199

GENERAL MANAGER Contemporary fresh seafood restaurant needs general manager. Must have 2 yrs. fine dining experience. OCEAN GRILLE Birmingham. 646-7001

GROUND ROUND is hiring full and part time Cooks and Host People. Apply: Ground Round, 17050 Laurel Park, South, Livonia 462-1733

HOSTESS/HOST for lunches; & waitstaff. Experienced only apply at Franklin St. Brewing Co., a busy upscale downtown restaurant, 1560 Franklin; or call after 2pm: 568-0390

HOST/HOSTESS COOKS SERVERS We are looking for enthusiastic people like yourself. Days, evenings. Full or part time. Experience preferred. Apply at: The Ground Round 30005 Orchard Lake Farmington Hills 851-7404 An Equal Opportunity Employer

HOST PERSON, WAIT PERSONS, Bartender, Bus Persons, Salad Persons, Dishwashers now needed. Apply in person from 10am-5pm Mon.-Fri. at: House Of Ing, 37552 12 Mile/Halsted, Farmington Hills. 553-8280

KITCHEN help wanted. Must like working with food. Approximately 25 hrs. per week, days. Flexible hours. 624-2213

MANAGEMENT POSITIONS available. Competitive salary, benefits. Major pizza chain on the grow! If you'd like to be a part of the team, call Larry. 721-0600

MANAGERS To $30,000/bonus. Industry leader seeks career minded experienced managers. Immediate local openings. Top benefits. PERSONNEL SYSTEMS 459-1166

MATURE HELP WANTED Part-time, flexible hrs. Mon. thru Fri. 1pm-8pm. Superior Pasties. Call 425-9300

McDONALDS MANAGEMENT Experience preferred or will train. Benefits. Garden City, Novi, Wixom and Rochester areas. 646-5602

NOW HIRING: Bimple Subs & Salads-Full or part-time positions. Competitive wages. Apply in person, 2-5pm, or call 932-1130; 30975 Orchard Lake Rd., Farmington Hills

NOW HIRING NIGHT COOKS THE MOOSE PRESERVE Good pay, good benefits. Experience preferred but not necessary. Very pleasant staff and working environment. Apply in person: Mon-Sat. 2-4PM, or Mon. & Thurs. nights 4-8PM at: 2395 Woodward Ave., Bloomfield Hills.

OUTBACK STEAKHOUSE Now Hiring DAYTIME PREP STAFF Apply in person Mon-Thurs 12 Noon-4 PM. 42671 Ford Rd., Canton

505 Help Wanted Food-Beverage

MOUNTAIN JACKS LIVONIA Is now accepting applications for: • KITCHEN HELP • WAIT STAFF • HOST/HOSTESS • BUSSERS Apply in person Mon-Thurs. 2-5pm, 31501 SCHOOLCRAFT RD. (at Merriman)

MR. SPORTS REDFORD/FARMINGTON HILLS HIRING ALL POSITIONS Managers, Bar Help, Servers, Door. See Jeff, call 534-7420

NOW HIRING outgoing wait staff & door attendants. Apply within, no phone calls. Charlies Too, 31418 Ford Rd., Garden City or 32413 Michigan Ave., Wayne.

NOW HIRING Wait Staff, Bussers & Dishwashers. Apply in person Mon.-Sun. after 3pm. Angelo Brothers Restaurant, 33550 Ford Rd., W. of Vancy in Westland.

PASTY CHEF/MANAGER Quality retail/wholesale bakery in Ann Arbor seeks creative, energetic, numerate, take-charge individual. Great managerial & merchandizing skills a must. Send resume with salary history to: 326 West Liberty, Ann Arbor, MI 48103

PORTER-BUSSER For private country club. Great job for mature person. Ideal for young at heart retiree. Daytime hours. Good pay! Call Dolores: 360-0600

PRESTIGIOUS Country Club seeks experienced COOK. Must have culinary degree and 3-5 yrs. work related experience. Good salary & benefits. Call Chef Kevin. 682-0100

RAM'S HORN Now Hiring Wait Staff Day & afternoon shift. Excellent tips. Apply within: Ram's Horn, Middlebelt, 1 block S. of Eight Mile, Livonia. 477-4770

RESTAURANT, KITCHEN & RETAIL MANAGERS, ASSISTANTS, CHEFS Rooney Personnel Company 159 Pierce St., Suite 202, Birmingham, MI 48009. 313-258-5533

RESTAURANT MANAGERS Theme restaurant & Country Club openings. $25-$45,000. 932-1170 Harper Associates, 29870 Middlebelt Farmington Hills, 48334

RESTAURANT MANAGERS!!! To $28,000 + Bonus National full service family dining chain. Excellent benefits, training & career opportunity. Local units. 473-7212 Steven J. Greene Personnel

SERVERS/ FOOD RUNNERS Experienced full/part-time food service people. Apply in person 9-3, Mon.-Fri. Birmingham County Club 1750 Saxon Dr. 644-4111

SUPERVISOR Franchise, fast food & ice cream chain. Resume to: PO Box 180162, Utica, MI 48318

TGI FRIDAYS NOW HIRING Cooks, Servers, Host Staff Apply in person: 26299 Evergreen, Southfield. 353-5330

UPBEAT MANAGERS WANTED Must be outgoing & conscientious good pay. Call Chris 850-6400

WAGON WHEEL SALOON Now hiring for the following positions: am/pm waitstaff, hoststaff, barstaff, busstaff, full and part time. Also taking applications for kitchen. Apply in person at: 2950 Rochester Rd., Troy

★ WAIT PERSON Apply in person 2-5pm. SWEET LORAAINE'S CAFE Greenfield Rd., N. of 12 Mile.

WAIT PERSON Experienced. Full or part time. All shifts. BIG TIPS & wages. Excellent working conditions. Ram's Horn, 17461 Telegraph, N. of 6 Mile. 537-0990

WAIT PERSONS & CASHIERS for busy Livonia restaurant, apply between 2-4pm Mon. - Fri. Archie's Restaurant 30471 Plymouth Rd

WAIT PERSONS, Experienced. Good pay & tips. Full time, 7am-3pm. For interview apply at: Artas Coney Island, 44457 Ann Arbor Rd., Plymouth.

WAITRESS/WAITER - Full or part time, afternoons, excellent tips & pay, Golden Lantern, 33251 Five Mile Rd., Livonia.

WAIT STAFF - All shifts. Part/full time. Dependable, pleasant. Apply Honey Tree Restaurant, 10 Mile & Meadowbrook, Novi. 349-2470

WAIT STAFF experienced only. Apply in person: Tues. thru Sat., Royal Oak Elks, 205 S. Troy. 544-3561

WAIT STAFF for Catered Events Experience required Himelhoch Temporary Services 258-6996

WAITSTAFF & HOSTESSES Experienced food & liquor for busy restaurant. Full & part time. Apply: The Aibi, 6700 Rochester Rd., Troy.

WAITSTAFF Lunch or Lunch & Dinner Shifts available. Experience necessary. OCEAN GRILLE Birmingham. 646-7001

WAIT STAFF Needed for senior apt. Call for application, ask for kitchen 356-0212

WAIT STAFF New restaurant in Farmington. Day & night shift. Benefit package available. Luigi's 477-1880

WAIT STAFF part time, for days & nights. Apply within: Finger's Saloon, 25231 Telegraph, Southfield. 353-3910

WAITSTAFF & SHORT ORDER Cook wanted, both full & part time. Apply: Brooklane Golf Course, 8 Mile & Sheldon Rd.

WAIT STAFF wanted. Must be experienced. Full time. Southfield restaurant. Call between 7am-11am, or 2pm-8pm. 352-7444

506 Help Wanted Sales

ACCOUNT EXECUTIVE Multi media marketing company seeking an experienced sales person to help increase business with automotive companies. Salary plus commissions with benefits. Send resume to: Personnel, 118 Ellen Dr., Orion, MI 48359.

ADDITIONAL INCOME - Looking for self motivated people who would like to start a home based business. 459-7859

Ciao! from the people who brought you

RISTORANTE

NEW ITALIAN RESTAURANT

NOW HIRING FOR ALL POSITIONS

INTERVIEWS M-SA 1-6 P.M.

2951 Evergreen