EMPLOYMENT

502 Help Wanted Dental-Medical

MEDICAL ASSISTANT part time with office skills. Some experience beneficial. Self motivation & pleasant personality a must. Tentative hours are Wed & Fri., 12:30-5:30pm. Thurs. Eve. 5:30-8:30pm. Sat. 8:30-12 noon. Call 478-1150

MEDICAL ASSISTANT for high volume internal medicine practice. Minimum 2 years experience required. Please call Bev: 851-6754

MEDICAL ASSISTANT - part time. 4pm to 8pm., Mon. thru Fri. Must be experienced in vena puncture, EKG and X-rays. Contact administrator, 591-0569

MEDICAL ASSISTANT
Needed to work in an active multi specialty center. Northwest suburbs. Experience required. Call Ms. Hardison, 842-6568

MEDICAL BILLER/RECEPTIONIST
For optometric office. Must be able to type medicare, Blue Cross and Medicaid billings. No nights. Wayne/Westland area. 722-1604

MEDICAL BILLER
Needed for full time position. Knowledge of ICD9 and CPT coding. Call Ms. Ashwood for appointment between 1-4pm. 589-5144

MEDICAL BILLER
Immediate Auburn Hills long term openings. Top Pay. Blue Shield or Medicare experience.
Call Mary 646-7663
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MEDICAL BILLING COORDINATOR-Part-time, evenings & Saturdays. Previous mental health billing preferred. Please send resume to: Dr. Dennis, Affiliated Psychologists, 74 W. Long Lake, Suite 104, Bloomfield Hills, MI 48307.

MEDICAL RECEPTIONIST/Data Entry. Part-time for Livonia Pediatric office. Call Carol after 11:30 am at 427-9445

MEDICAL RECEPTIONIST
For busy multi-location surgeons' office. Experience preferred. Must be motivated & hard working. Call Thurs & Fri only. 258-3277

MEDICAL RECEPTIONIST
Part-time for Livonia Doctors office. Mature, good telephone manner. Apply with qualifications, desired hours, salary, address & phone number to: Box 344
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36251 Schoolcraft Rd.
Livonia MI 48150

MEDICAL RECEPTIONIST - for busy Livonia office. Experience preferred. Part time evenings. Contact administrator. 591-0569

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If you have excellent phone skills, are good with children & adults, & would enjoy a beautiful office, small staff, have at least 1 yr. experience medical computer billing - prefer MBS, are energetic & reliable, we offer a good salary, medical dental pension benefits. Troy.
Call 953-2000
Voice Mail ☎ 7041Call 953-2000
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MEDICAL TRANSCRIPTIONIST approximately 32 hrs. bi-weekly. Evenings. Contact administrator, 591-0569

NURSES/Nurse Aides OPENINGS
Certified Nurse Aide, full time/part time, 3-11pm shift; LPN & RN - full time/part time. Contact Director of Nursing, Wayne Convalescent Center, 313 721-0740

OFFICE ASSISTANT. Full time. OPC experience preferred. Position requires knowledge of medical billing and reception, computers, Word-Perfect 5.1. Phone skills and ability to perform multiple tasks required. Excellent benefits. Call Mon. thorough Fri., 10-5. 647-3310.

OFFICE MANAGER needed in fast growing ophthalmologist's office. Experience preferred. Excellent clerical & organizational skills required. Wonderful wages & benefits. Send resume & salary requirements to: Box 380,
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MED TECH/MED LAB TECH
Contingent positions for experienced individuals with ASCP or equivalent. Must be able to work several locations. Call Cheryl: 353-3339

NURSE for summer camp, June 17 - Aug. 20. Room & board, exceptional pay, families welcome. Send resume to: 6600 W. Maple Rd., W. Bloomfield, MI 48322-3001. Fax: 661-1725. For more info, call: 661-0600

OB/GYN Southfield office - secretary wanted, full time, typing, transcription, computer billing required. Call 9-5 832-0766

OCCUPATIONAL THERAPISTS - certified assistants, speech pathologists & experienced aides needed for full/part time in extended care. Suburban locations. Excellent benefits. Call 10-4pm 876-5096

Occupational Therapists
West Bloomfield Nursing Center, near Maple & Drake, has openings for full or part-time Registered Occupational Therapists (OTR) and Certified Occupational Therapy Assistants (COTA). Competitive wage and benefit package. Please apply in person at 6445 W. Maple Rd., West Bloomfield between 9am & 5pm. Please contact Ron McCune for more information at 661-1600

OPHTHALMIC or Optometric Assistant or Technician for busy multi specialty Ophthalmology practice in Southfield. Call Jim 353-1750

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Position are available for experienced Phlebotomists on our morning blood draw team. You will work 3-4 days per week from 5 AM. - 8 AM. with some fill-in coverage available. Full-time training is required on the day shift. A minimum of 6 months' blood draw experience is required. If qualified, please send RESUMES ONLY to Cathy Seccia, Human Resources.
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Put your Patient Care skills to work in a dynamic and caring work environment. Meet with us to discuss this exciting opportunity.
WHO: Dearborn Regional Clinical Laboratories
2345 Merriman Road
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FOR: Phlebotomist
WHERE: Dearborn Regional Clinical Laboratories
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Auditorium AH-WC
Westland, MI 48185
WHEN: Friday, June 4, 1993
5pm until 8pm
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OPHTHALMIC TECHNICIAN/ASSISTANT
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Observer & Eccentric Newspapers
36251 Schoolcraft Rd.
Livonia MI 48150

OPHTHALMIC TECHNICIAN/Assistant needed for busy Livonia Ophthalmology office, part time. Call Debbie, 9am-4pm 478-6653

OPHTHALMIC TECHNICIAN
Needed for busy multi office practice. Prior experience required. Call Rick at the Michigan Eye Care Institute. 352-2806

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PART-TIME IN TROY
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Looking for quality-oriented person in model department. Evening hours available. Part time, possibly full time. Apply in person: Mason Barnes, 12752 Stark Road, Livonia.

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2-3 days a week. B.S.N. with 3 years of progressively responsible home health care and quality assurance experience required, to monitor and inservice staff on quality of care issues and provide utilization review of records. M.S.N. a plus. Candidates should send resume to the attention of: Maryann Balding, Nightingale Home Health Care Inc., 1695 Woodward, Su. 201, Bloomfield Hills, MI 48302.

RADIOLOGY TECHNOLOGIST
Immediate opening for an A.R.R.T. registered Technician. Mammography experience required.
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Recruiter/Patient Relations
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RECEPTIONIST needed for busy opthamologist office. Must have medical background & insurance knowledge. Send resume to: PO Box 591, Dearborn, MI 48126

RECEPTIONIST - Full-time for busy 4 doctor family practice. Experienced, full-time including Saturdays. Excellent benefits. Send resume to: Office Manager, 37799 Professional Center Dr., Suite 105, Livonia, MI. 48154.

RECEPTIONIST
Part time Sat mornings. Experience helpful. Redford area. 937-8155

RECEPTIONIST
Immediate opening in Plymouth. Part time, 1-6pm. Approximately 25-30 Hrs. per week. Medical office experience required. Ask for Marie. 455-8497

REGISTERED NURSE
Part time, for OB-GYN office in Southfield. Call 9AM-5PM 832-0766

RN OR LPN
Full time for ENT department. ENT experience required.
Contingent position in Urgent Care. Must have Urgent Care, Industrial or E. R. experience. Please send resume to:
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RN or PHYSICIANS ASSISTANT for Gynecology office, specializing in infertility. Experience preferred. References required. Excellent pay. 258-3232

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Seeking in-service director for long term care facility. Requires Train the Trainer certification. Experience preferred. Good wages & benefit package available. Call Director of Nursing for appointment, 354-3222

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RN's/LPN's
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A position is available in our Pathology Lab for an experienced Pathology Transcriptionist. The applicant can expect to work flexible hours two days per week. The hours are flexible, anytime after 4 PM., transcription and successful completion of prescribed test is required. If interested, please send current resume to Cathy Seccia, Human Resources.
Botsford General Hospital
28050 Grand River
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RNS/LPNS
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SOCIAL WORKER, BSW, for 53 bed nursing facility, 20 hours per week. Experience in long-term care preferred. Please send resume or call for an interview. Wayne Convalescent Center, 34330 Van Born Rd., Wayne, MI 48184, 313 721-0740

Staff Development
Expanding retirement community in W. Bloomfield is looking for outcome-oriented team player to direct the continued education of it's staff. This enthusiastic individual should be a registered nurse with excellent communication skills. Experience with OBRA preferred. Send resume:
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SUPERVISOR & NURSES AIDES
Needed for all shifts for home for the aged. Need not be certified. Apply in person at Leisure Village, 31720 Van Born, between 10am-4pm, Mon.-Fri., no phone calls.

TMJ ASSISTANT needed to help with x-rays & other duties. Full-time. Medical/dental experience helpful. 23077 Greenfield, Suite 210, Southfield. 557-9150

TYPIST - Full time for busy physical therapy clinic. Medical terminology & WordPerfect a must. Ask for Barb, 649-3000

X-RAY TECH - Licensed tech with minimum 2 yrs. experience for high volume internal medicine practice. Please call Virginia: 851-6754

X-RAY TECHNICIAN
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Responsibilities include: assuming various duties in accounting area, accounts payables, payroll, cash receipts, general ledger entries, public contact at counter and special assignments. Must generate monthly statements and annual reports on computer systems. Excellent salary and benefits. Non smoker only. Send resume to: Patrick Sullivan, Assistant Manager, Village of Beverly Hills, 18500 West Thirteen Mile Road, Beverly Hills, MI 48025.

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