EMPLOYMENT

502 Help Wanted Dental-Medical

BORTZ HEALTH CARE OF OAKLAND
Has position available for professional nursing staff. More than competitive wages.
• Full time
• Vacation Pay-Back Pay
• Holiday Pay
• Tuition Reimbursement
• Health & Life Insurance
Also part time positions available. Apply Mon-Fri. 10-3pm
1333 W Big Beaver, call Orion Township

BUSINESS OFFICE MANAGER
Patient Accounts
Must be experienced in hospital and ambulatory, billing and collections. Good organizational skills and personnel management. Salary commensurate with experience. All replies confidential. Please send resume to box 824
Observer & Eccentric Newspapers
36251 Schoolcraft Rd
Livonia MI 48150

BUSINESS OFFICE COORDINATOR needed for progressive Farmington Hills dental practice. Must be organized, warm, caring & lots of focused energy, attention to detail, superior telephone & communication skills. Dental office experience required. If you are seeking a challenging career, which provides for personal growth call Carrie at (810) 932-6660

CARDIAC CATHETERIZATION SPECIAL PROCEDURES TECHNICIAN

Grace Hospital, a 551-bed community teaching hospital has a full-time, day position available on-call for an experienced Cardiac Cath/Special Procedures Technician with ECG training and patient care responsibilities in a critical care environment.

Candidate must possess an Associate Science degree with a major in Cardiovascular Technology or one to two years of science and college math courses. One to two years of experience in Cardiac Catheterization/Angiograph Laboratory and current ACLS Certification preferred.

We offer a competitive salary and attractive benefits package.

Apply or send resume in confidence to:

GRACE HOSPITAL
Attn CCT Recruiter
8071 W Outer Dr
Detroit, MI, 48235

A Member of the Detroit Medical Center Affiliated with the Wayne State University School of Medicine
An Equal Opportunity Employer

CHARGE ASSISTANT - experience necessary. Very central office and easy to access. Call Medical Arts Pharmacy, 17-1 Mile & Dexter Center Drs, Ford Rd. & Mary Lane, Dearborn. 563-8290

CHIROPRACTIC
Royal Oak experience preferred
546-1711

CLERICAL - Part time Receptionist/Admitting Clerk type position for Down River medical clinic. Must possess good communication skills, typing 35wpm, min. 2 yrs. business experience. Mon-Fri. 1:30 to 9:30 p.m. 3 days a month on Saturday 9-2. Send resume to P.O. Box 1111, Lincoln Park, MI 48146

CLINICAL SUPERVISOR & experienced clerical needed for busy urology practice. Full time, excellent benefits package. Contact Kim Lynn Axelson, 17100 W 12 Mile, Southfield MI 48075

Customer Service Representatives

Mercy Alternative, a leading healthcare management company, is recruiting for several different customer service positions.

Qualified customer service candidates must have an understanding of health care, knowledge of health care plans and benefits interpretation, thorough knowledge of third party claims administration is desired

Work experience in health insurance is required. Strong communication and verbal and written communication skills required for all positions as we are looking for a manager who possesses a deadline-driven environment. Post high school course work in healthcare or business is highly desirable, as well as a knowledge of managed care programs.

We offer a competitive salary package. For consideration, please send resume, salary history and position applying for to:

MERCY HEALTH SERVICES
34605 Twelve Mile Road
Farmington Hills, MI 48331

Achieving Workforce Diversity
Through Affirmative Action/Equal Opportunity Employer

DENTAL ASSISTANT needed for oral surgery. Busy Grand Blanc/Flint practice. Good Boss & staff. Approximately 26-30 hrs/wk.
737-8090

DENTAL ASSISTANT - FULL TIME for Southfield dental office. Willing to train.
Call: 810-443-8110

DENTAL ASSISTANT - experienced, 35 hrs/wk. Ideal situation. Southfield area. Call 559-8080

502 Help Wanted Dental-Medical

DENTAL ASSISTANT
Quality oriented Farmington dental office looking for energetic, experienced, people-oriented dental assistant, committed to excellence. Come join our happy team.
474-0334

DENTAL ASSISTANT
Full time, experienced only. Seeking team player, individual to be part of our team 3 days/week.
425-1206

DENTAL ASSISTANT
Full time. Experienced or willing to train responsible person. W Bloomfield area.
981-4860

DENTAL ASSISTANT - Cheerful, friendly person needed full time. Experienced desired, but will train for Southfield dental office. 948-2324

DENTAL ASSISTANT
for Troy practice. Full time. Must be experienced.
540-7696

DENTAL ASSISTANT
For a growing practice in Novi. Prefer experience.
313-229-5563

DENTAL ASSISTANT
Experience not needed. We will train if you are the right person.
Royal Oak.
548-4085

DENTAL ASSISTANT
Experienced. Progressive fast pace friendly office. Salary commensurate for clinical team. Full time. Good pay & benefits. Call Mel 810 588-5304

DENTAL ASSISTANT/Administrator
Upbeat person needed with charm & front desk experience. Full-time for busy Farmington Hills office
553-4960

DENTAL ASSISTANT
Join our patient caring employee centered staff. Experience necessary. Northville area. Please call for full time position. 348-7997

DENTAL ASSISTANT
We are adding a full-time, experienced Assistant to our staff. We offer benefits, fine dental & excellent hourly wage.
581-3638

DENTAL ASSISTANT
Progressive W. Dearborn practice searching for chairside dental assistant with excellent clinical & people skills. Good pay, great doctors, best patients. Call.
343-2610

DENTAL ASSISTANT
Wish to hire full time experienced chairside assistant in team oriented office specializing in cosmetic dentistry. Thom Alts, for Pam
810-478-7240

DENTAL ASSISTANT & Dental Receptionist - 2 positions. Must be experienced. Full & part time.
11 Mile & Woodward.
☎ 810-433-4800
8181 Box 2645

DENTAL ASSISTANT Immediate position for full time chairside assistant. Quality oriented Birmingham practice. Minimum 5 years experience CDA/RDA preferred. All benefits plus. Salary commensurate. GREAT OPPORTUNITY for enthusiastic, motivated person? 647-2109

DENTAL ASSISTANT
Our Farmington dental practice is looking for a skilled Dental Assistant to join our professional team. Our state-of-the-art practice offers an excellent opportunity for the experienced assistant who will be rewarded for her skills. Excellent benefits, competitive salary
474-4600

DENTAL ASSISTANT - Experienced for Livonia office. Full time, to add to our friendly team. Hamburgh & 6 Mile.
561-0011

DENTAL ASSISTANT
Great office. Great pay. Great location. Full-time. Will train
South Redford area.
937-1320

DENTAL BUSINESS ASSISTANT

Full time for progressive group practice in Livonia. Must have 2 years professional office experience, typing, transcription, and computer knowledge needed. Medical/dental helpful. Enthusiastic individuals please call.
425-6570

DENTAL - CANTON office seeking a mature, energetic individual for front desk with chairside experience. Mon-Fri. Thurs 11-9 & alternating Sats (8-3). Call Jean or Pat.
454-9270

DENTAL CAREER
Front desk. Experienced only. Computerized office. Full or part time. Evenings & weekends. Great pay & benefits. Call Mel, 810 948-8300

DENTAL CHAIRSIDE ASSISTANT
Part time EXPERIENCED For general & implants. Mon & Thurs evenings, & Saturdays & Mel Jon Rd area.
475-7010

DENTAL FRONT DESK

Growing dental group practice seeks quick learner with 1 year minimum experience for part-time position, 20 hours per week (Mon-Fri) handling insurance billing and front desk operations. Experience in dental office setting demonstrating outstanding customer service skills, good telephone skills, thorough knowledge of effective scheduling and dental terminology, good clerical skills, ability to work well under pressure in a fast paced environment. Tremendous career growth opportunity possible for the right person. Deadline Friday, May 20th. Starting hourly rate between $10-$13 DOE. Send resume and cover letter to American Dental Group, Attn: Office Manager,
44347 Plymouth Rd.
Plymouth, MI 48170
E.O.A.E.

DENTAL ASSISTANT
Full-time, 4 days. No saturdays or evenings. Periodontal office Birmingham. Experienced only.
647-3548 or 540-4031

DENTAL HYGIENIST - Full-time position for quality oriented Troy practice. Southfield
353-9800

DENTAL HYGIENIST - PART TIME
Hygiene needed for family practice, perio experience preferred. Call.
777-0050

DENTAL HYGIENIST needed full or part time. Staff motivated team player. Benefits. Salary commensurate with experience.
363-2113

DENTAL HYGIENIST
★ Part time position in busy Farmington Hills office. Excellent compensation & surrounding
553-4960

DENTAL HYGIENIST required for Mon., Tues., Thurs and occasional Sats. Hours are flexible. Farmington Hills. Call.
810-626-2610

DENTAL HYGIENIST
for Sunday Dental Care, Redford/South Belle family practice, experience required.
810-353-5885

DENTAL HYGIENIST
For Troy practice. Part time.
680-7899

DENTAL HYGIENIST
Part time Tues & Wed. 1-6, Fri. 8-4 for a growing periodontal practice. Experience necessary. Ask for Chris.
524-0-1-1

DENTAL HYGIENIST
Quality oriented family practice seeks one full time hygienist. Benefits, flexible schedule or evenings. Experienced only. Call 810-381-0400

DENTAL HYGIENIST
Full-time. Great hours. Excellent pay, benefits and office is an hour-long weekend. Call
810-433-4800
8181 Box 2646

DENTAL HYGIENISTS: Attention Burgy progressive group dental practice seeks energetic, flexible, team player for full or part time. Western suburb, Benefits. Call.
274-5400

DENTAL HYGIENIST
Are you a hygienist trying to balance a career with your family? This is the ideal position in our Livonia/Redford area. If you want to be part of a growth oriented dental office in an outstanding opportunity for a highly skilled, motivated, and caring hygienist, then you want to be part of the resource of team work. 261-646-9631

502 Help Wanted Dental-Medical

DENTAL HYGIENIST, Tues. evenings, 4-8PM & alternate Sat., 8-1 PM. Apply 441 S. Livernois, Ste. 210, Rochester Hills. 652-1100

DENTAL HYGIENIST
Pleasant Birmingham office seeking Dental Hygienist. 3 days a week.
644-8520

DENTAL HYGIENIST
Full time, pleasant and professional, Perio oriented. Scheduling allows adequate time for positive patient interaction. Troy
689-6620

DENTAL HYGIENIST

Growing Plymouth practice has immediate full-time opening for dynamic team player with 1-2 years active care oriented general dental practice. Requires Registered Dental Hygienist certification, current Michigan license, one year dental clinical experience. Starting annual salary commensurate with experience in the range of $133-$144/8-hour day. DEADLINE: Friday, May 20, 1994. Qualified candidates should submit resume with salary requirement to: American Dental Group, A.M.C., Office Manager, 44347 Plymouth Drive, Plymouth, MI 48170.
E.O.A.E

DENTAL HYGIENIST
Caring Dearborn practice has openings for family practice team. Full time. Great salary & benefits. Call 584-1158

DENTAL HYGIENIST
Mature, enthusiastic professional, desire part time position. Call for interview Ann L.
649-0000

DENTAL HYGIENIST - wanted in established Westland office. Brand new beauty. Flexible hours. Top pay with benefits. Call Heather 729-5600

DENTAL HYGIENIST - We are looking for like minded hygienist for Wednesdays from 1-8pm for growing Wm Livonia practice. Please call Mary or Jim
810-473-2000

DENTAL HYGIENIST
Progressive Farmington Hills office looking for part-time hygienist for ½ day on Sat. with possible additional day. Call
810-474-2290

DENTAL HYGIENIST
We need an enthusiastic, enthusiastic, self-motivated individual with fresh ideas to join our team in Canton. Advantages include: flexible hours, friendly environment & modern practice. Salary & benefits. Call Jean, 981-0193

DENTAL OFFICE in downtown Plymouth seeks friendly, motivated trainer with some assisting background to join our team. Must have dental experience. Call
453-1190

DENTAL/ORTHODONTIC ASSISTANT

For orthodontic office of Farmington Hills Part-time, (Tues. & Thurs.) Experience in medical/dental desirable. Training is free. Good with people, especially children. Excellent salary. Mature person desiring long term employment in a caring, pleasant office. Should apply by calling Mon., Tues., Thurs. or Fri., 8am-1pm only.
810-553-4142

DENTAL PRACTICE Administrator for a pleasant, dynamic office. Scheduling, phones, insurance & computer. Part-time.
454-0618

DENTAL PROFESSIONALS
Hygienists
Assistants
Receptionists
Full-time, part-time or temporary assignments. Flexible schedules. Work where & when you want. Be appreciated, your skills are needed.
Call Dental Contact
855-9660 or 979-4818

DENTAL Receptionist, experience required. Full time. Good personality, open minded person, small W. Dearborn private practice.
943-9801

DENTAL RECEPTIONIST
Busy Periodontal office in Livonia is seeking enthusiastic & energetic receptionist. Ideal candidate should have minimum 2 yrs. dental experience in a busy practice. Full time, excellent benefits available.
522-7313

DENTAL RECEPTIONIST - Front desk. Full time 4½ days. Pleasant environment, supportive dentist. Farmington Hills.
644-7887

DENTAL RECEPTIONIST - Part-time, Mon & Thurs evenings 4-8pm, Sat. 8-12pm. Experience preferred but willing to train. Computer knowledge helpful. Machine
661-3638

DENTAL RECEPTIONIST
Full time for Livonia/Canton specialty practice. Previous experience in all front desk operations helpful including dental insurance & computer work. Call
981-7803

DENTAL RECEPTIONIST
Oak Park office seeking mature, organized individual for full time, front desk position. Min. 3 years experience in insurance and billing. Computer experience helpful.
543-6800

DENTAL RECEPTIONIST
Biller, experienced. Busy Southfield office. Call Lisa
443-2300

DENTAL RECEPTIONIST - Full time in Farmington Hills office. Experience necessary. Excellent salary & benefits. Call 478-1660

DENTAL RECEPTIONIST
Caring, friendly, organized person. User friendly computer. No dental experience needed. PO hours, 12 Mile & Southfield Rd.
558-0995

DENTIST - excellent opportunity in modern Birmingham general practice for association with potential future partnership.
646-3518

DENTIST
Group practice looking for a full time/part time hygienist. Modern, pleasant, Union Lake area. For appointment call Jean-Fri., 9-5pm., ask for Barbara
METROSTAFF
Health Care Services
558-0343

LPN's/RN's
Private duty, adult/pediatrics. Royal Oak, Farmington Hills, Pontiac, Clarkston, Lake Orion, Rochester. Must have transportation. Long term positions available. Call for our Oakland County office.
SINSON'S ASSISTED CARE
785-0670 355-9633

DENTAL ASSISTANT - Part time
Needed for surgical specialty office. Xrays, light clerical. Approximately 24 hrs/wk. Salary negotiable.
855-7777

MEDICAL ASSISTANT needed for Birmingham dermatology office. Full time, experienced only.
☎ 810-433-4800
8181 Box 2647

MEDICAL ASSISTANT, experienced for busy surgical office in Farmington. Full time with benefits. Send resume to: Box 478
Observer & Eccentric Newspapers
36251 Schoolcraft Rd.
Livonia MI 48150

MEDICAL ASSISTANT - Part time
For busy pediatric office in Novi. Medical experience needed.
810-649-8717

MEDICAL ASSISTANT
Experienced for busy office. Part time or full time. Livonia.
810-476-6291

MEDICAL Assistant for busy pediatric practice in Livonia. Must be able to work a variety of hours. Experience preferred. Call Cathy
478-5723

MEDICAL ASSISTANT
needed part time, experienced in EKG and venipuncture.
476-1100

MEDICAL ASSISTANT needed for a pediatric office located in Livonia. Experience preferred. Afternoons, part-time. Call
464-0300

MEDICAL ASSISTANT - Part time. Suburban OB/GYN office. Send resume to: Box Medical Arts Pharmacy, 5800 W. 14 Mile Rd., Bloomfield, MI 48016, attn JB

MEDICAL ASSISTANT
Full & part time positions available in Livonia & Farmington Hills, for trained Medical Assistant. Must be experienced in X-Rays, Venipuncture, EKG, and other procedures. Contact Suburban Medical Center
810-3006 ext. 308

502 Help Wanted Dental-Medical

RECEPTIONIST/SECRETARY
Detail oriented individual to perform a variety of office functions including: typing, data entry, inventory of supplies & data entry. Have basic knowledge of office experience. Fax your resume or call: Marianne Belding, Registered Nurse Recruiter
1695 E. Woodward, Suite #201, Bloomfield Hills MI 48302
Phone: 1-800-829-1140

MEDICAL ASSISTANT-busy endocrinology practice in Novi. Must be personable & have office experience. Send resume to: Box 823
Observer & Eccentric Newspapers
36251 Schoolcraft Rd.
Livonia MI 48150

MEDICAL ASSISTANT
Full & part time, great opportunity for the right candidate. Must have min. 4 yrs. experience with good clinical skills. Full medical benefits. Please send resume to:
MEDICAL ADMINISTRATOR
5050 Schoolcraft
Detroit, MI 48236

MEDICAL ASSISTANT
Experienced, busy Southfield clinic. Full/part time. Call between 10 & 2:
387-0700, ext. 8033

MEDICAL ASSISTANT
busy Royal Oak office, full time, benefits, excellent salary.
Call Pat - 435-0070

MEDICAL ASSISTANT
needed for busy Livonia doctors office. Excellent benefits.
477-7344

MEDICAL ASSISTANT
Full time position available for busy internal medicine practice. Must have EKG, PFT, Venipuncture experience. Contact Lori 980-1340

MEDICAL ASSISTANT
Work part-time, permanent or temporary. Use the best offices in Wayne, Oakland & Macomb counties. Flexible hours. Competitive salary. 3 yr. experience preferred. Ask for Jan.
851-0652

MEDICAL ASSISTANT
Full and Part time positions available immediately for nonsmoker. Medical experience helpful but not necessary. Salary & benefits. Resume with 3 refs minimum to: 34725 Palmer Rd Westland, MI 48185

MEDICAL BILLER - Full time with benefits. Hard working, dedicated, experienced. Busy 5-doctor practice, limited dermatology practice. Please FAX resume: 313-459-2364

MEDICAL BILLER
experienced only, computer knowledge with billing codes & accounts receivable & collections. Full time, benefits.
887-1475

MEDICAL BILLER
Immediate opening for medical biller with 2 yrs. plus experience, $8-$9 an hour DOE. Bonus based on experience.
443-2344

MEDICAL BILLERS &
MEDICAL CODERS
Immediate temporary & permanent positions available. Full experience required. MRA knowledge preferred. Employee benefits.
MEDICAL PLACEMENT
29799 Franklin Rd., Southfield, MI
48034. Fax 810-353-7258

MEDICAL BILLERS
Do you feel like burnt out coffee grounds in your office? Time-Est Ltd is fresh new job! Openings for Medical Billers with ICD9, Medicare expertise in Southfield, Farmington Hills, Novi, Birmingham, Troy, Sterling Heights.
DME/IV INFUSION BILLERS for corporate office locations.
Call Diane Barber, 932-1170
Harper Associates/Personnel
Farmington Hills, MI 48334

MEDICAL BILLER
Part time for doctor's office. Apply with qualifications, desired hours, salary requirements & phone number. Send to: Box 840
Observer & Eccentric Newspapers
36251 Schoolcraft Rd
Livonia MI 48150

Medical
Billing Front-End Editor
"Move with us
To our new Livonia Lab"

NHL, one of the nation's largest clinical laboratories, is currently expanding its Billing Department. We are looking for a full-time Front-End Editor to handle multiple duties in a high-volume billing environment. Successful applicants should have some knowledge of ICD-9 & CPT Coding, HCFA 1500 & UB92 insurance forms, be able to appropriately carrier, and work independently with physicians, insurance and organizational skills. Thorough attention to detail is also prerequisite. NHL offers a comprehensive benefits package and a fun, fast paced environment. Qualified applicants should apply in person or send resume to: NHL, 12850 Hamburgh, Oak Park, MI 48237. FOE M/F/D/V.

MEDICAL CLERICAL
Full time, Southfield position. Knowledge of medical equipment helpful. Must be organized, have the skills of 41 wpm Comprehension tests required. Call Pat at
633-1842
An Equal Opportunity Employer

MEDICAL OFFICE ASSISTANT
Part time. Must have front & back office experience. Farmington City area.
427-7222

Medical
PHLEBOTOMIST

National Health Laboratories, Inc., is setting the pace for the clinical laboratory industry. We're looking for an experienced Phlebotomist to work Part-Time Monday-Friday mornings in the Wayne area. Successful candidate will possess a minimum of 1 year phlebotomy experience and dependable transportation. Must be a dependable, independent worker. We offer a competitive salary and benefit package including mileage reimbursement. If qualified, please send resume to apply in person to: NATIONAL HEALTH LABORATORIES, INC., 13250 Northend, Oak Park, MI 48237. Equal Opportunity Employer M/F/D/V.

MEDICAL/PODIATRY/RECEPTION-IST/ASSISTANT - part time, Mon., Tues., Fri. 10am to 3pm & Mike & Lavern Jones.
☎ 981-0400

MEDICAL RECEPTIONIST/
INSURANCE BILLER
Needed for busy West Bloomfield allergy practice. Previous experience preferred but not necessary. Receptionist/Insurance Biller
Fax 996
Observer & Eccentric Newspapers
36251 Schoolcraft Rd.
Livonia MI 48150

MEDICAL RECEPTIONIST
wanted. Experience preferred. Hours are Mon., Tues., Thurs. 8-5 and 8 Saturdays. Clawson, Call
689-9400

MEDICAL RECEPTIONIST - seeking a dependable person for Mon. & Wed. evenings. Busy internist office, Farmington Hills. Salary & responsibility is most.
878-1320

MEDICAL RECEPTIONIST
Healthcare work force with experience in health insurance & good people skills. Medical office is looking for busy pediatric office. Must be hard worker & responsible. Salary is negotiable depending on experience. Livonia area.
478-4639

MEDICAL RECEPTIONIST
Part time position for busy Troy office. Experience required. Call between 1 PM. & PM. Ask for Ann. 741-1604 or send resume to: 2411 Rochester Court, Dearborn, Michigan, 48128.

MEDICAL RECEPTIONIST
Dermatology practice in Southfield seeking for experienced medical receptionist. Full-time insurance. Monday & Thursday evenings & Saturday. Computer experience required.
698-1954

502 Help Wanted Dental-Medical

MEDICAL BILLER
Multi-specialty clinic. Beaus full and part-time experienced billers. Must have knowledge of all phases of insurances & collection. Good communication & computer skills. Min. 3 years experience. Please send resume to:
MEDICAL ADMINISTRATOR
Dearborn, MI 48126

MEDICAL RECEPTIONIST
For Southfield radiology office. Medical terminology helpful.
353-9525

MEDICAL RECEPTIONIST
Dermatology office. 2 full & 1 weekend. Livonia. Full-time, some Saturday morning. Pleasant helpful. References needed. Benefits available.
477-7233

MEDICAL RECEPTIONIST
Orthopedic office requires an experienced check in receptionist, knowledge of medical insurance required. Medic computer system. Monday thru Friday. Good benefits. Send resume to:
Box 558
Observer & Eccentric Newspapers
36251 Schoolcraft Rd.
Livonia MI 48150

MEDICAL RECORDS CLERK
Two part time positions open for medical records clerk in Farmington Hills. Prior medical records experience preferred. Send resume to:
MEDICAL ADMINISTRATOR
5050 Schoolcraft
Detroit, MI 48236

MEDICAL RECORDS
Photo copy service seeking part-time person for Wednesdays & Fridays. Downtown Detroit area and full time person in the Wyandotte and Westland area. Must have experience pulling medical records in local hospital. Must be organized, detail oriented, self-motivated, friendly and well groomed. Medical and law insurance experience a plus, but not required. Please send all resumes to:
Medical Records, P.O. Box 190, Bridgeport, MI 48722-0190

MEDICAL SECRETARY/
RECEPTIONIST
Full time for busy Oral Surgery office in Brighton/Farmington area. Front desk, computer skills & insurance helpful but not necessary. Mon-Fri
642-2113

MEDICAL TRANSCRIPTIONIST
Part time, 25 hours per week. Must be proficient in medical terminology. WordPerfect 6.2 Windows a plus. Send resume to: P.O. Box 8367, Westland, MI 48185.

MEDICAL TRANSCRIPTIONIST
2-3 yrs. experience necessary. Have key monogram, knowledge of Word Perfect 5.1, Dot Matrix printer, standard/micro transcriber. Area Farmington.
477-8125

NURSE AIDE
Immediate need for part-time weekends, 10am-7pm, to care for adult paralysis victim. For approximate call Mon-Fri., 8am-5pm., ask for Barbara
METROSTAFF
Health Care Services
558-0343

NURSE AIDES
Earn up to $8
Immediate part time & full time positions in Westland & Auburn Hills for male quad patients. Dependability, compassion & experience required.
Health Care Professionals 357-7065

NURSE AIDES
Full & Part time, all shifts.
Franklin Manor, 29800 Franklin Rd., Southfield, (behind Southfield Hub). Day inn at 10½ & 7 telegraph.

NURSE AIDES

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

NURSING UNLIMITED
540-2360

NURSE AIDES
• New High Rates
• Bonus Program
• Free Training
AFFORD HOME CARE
(810) 229-5683

NURSE AIDES
Part time/Full time
Hospital/Nursing Homes
Home Care
Health Care Professionals
(810) 357-7080

NURSES AIDES
All shifts available to care for adult male patient. Physical skills must have at least 2 years Nurse Aide experience with the care of patients. For appointment call Mon-Fri., 9-5pm., ask for Barbara
METROSTAFF
Health Care Services
558-0343

NURSES AIDES - Immediately Home care. Precious baby. Full time/part time. All shifts. West Bloomfield. Adult Nursing Home. 8am-5pm. 1-800-860-8111

NURSING ASSISTANT
CLASSES AVAILABLE
NIGHTINGALE WEST
Nursing Home Care
Westland, near Joy Rd.
An Equal Opportunity Employer

Nursing
LPN
(Midnight Shift)
CNAs
(All Shifts)
Seeking experienced individuals to join our progressive skilled nursing team. Competitive wages & benefits.
HOME NURSING CARE CENTER
5801 Venoy, Wayne
Westland, MI 48185
An Equal Opportunity Employer

OCCUPATIONAL THERAPIST
for home care visits, part time. Excellent pay. Bet your hours.
(810) 229-3483
FAMILY NURSE CARE

ON CALL CO-ORDINATOR
Home care agency for mentally challenged adults seeks for a temporary full time position. Must have your own transportation & be available for occasional overnight & weekends. Previous experience preferred. Good communication skills a must. Send your resume with salary requirements to: Box 8711 Southfield Road, Lathrup Village 48076, or fax 810-443-8700 Mon. thru Fri. between 9am-5 pm.

OPTOMETIC ASSISTANT
Permanent part time. Flexible hours. Experience preferred. Send resume
1338 S. Main, Plymouth, MI
48170

PEDIATRIC RN'S AND LPS NEEDED STAT!
All shifts available for a variety of pediatric home care assignments throughout the local area. High demand for experienced pediatric IV skills. Work the schedule of YOUR choice - no minimum number of hours or off shifts required. Make a difference with your nursing expertise. Positions also available for Permanent Part Time VISITING CARE
MEDICAL STAFFING
(810) 229-0306

RADIOLOGY TRANSCRIPTIONISTS
Full & part-time, afternoon shift, benefits including health & dental for full time. 1-716-15 Mile Road. Experience necessary.
545-8230

NOVI FAMILY Dentist needs full time Receptionist. Experience helpful. Call
477-3611

502 Help Wanted Dental-Medical

OPTICAL - Experienced dispenser & office manager needed to join a growing practice. Excellent pay plus commission. Join our caring team.
☎ 810-433-4800
8161 Box 2473

PATIENT COORDINATOR
Experienced, enthusiastic, front desk individual needed for W. Livonia office. Computer & people skills necessary. Resume to
37796 Professional Center Drive,
Suite 101, Livonia, MI 48154

PHLEBOTOMIST
DRC Laboratories - subsidiary of DHSC has both part time AM and PM Phlebotomist positions available. Qualifications include: High school graduate or equivalent, valid drivers license, with 2 points or less on one's driving record, good deductibility/hand control, ability to meet and relate to people, nursing home experience desired. Forward resumes to: DRC, 2243 Merriman, Suite 1321, Westland, MI 48185
An Equal Opportunity Employer

PHYSICAL THERAPIST ASSISTANT
2 yr. degree for busy home care agency. Salary & benefits.
(810) 229-3483
FAMILY NURSE CARE

RECEPTIONIST/EXPERIENCED
for periodontal dental office. Part or full time, computer & Word Perfect experience necessary. Farmington Hills area.
851-1034

RECEPTIONIST
For 4-doctor family practice in Livonia. Qualified applicants must have excellent communication skills, experience on computer, medical terminology, able to handle interim E-Bee phone system and good attitude. We offer competitive salary, excellent benefits including medical, insurance, vacation, profit sharing and more. Send resume and work history with your letter telling us why you think you are the best candidate for the position. Send to:
Box 508
Observer & Eccentric Newspapers
36251 Schoolcraft Rd
Livonia MI 48150

RECEPTIONIST for dental office. Benefits, full & part time. Mature, dependable person with 3 yrs. office experience.
358-3240

RECEPTIONIST
In busy physician office. Full time. Entry level position. Will train. Call Tony, 453-0229.

RECEPTIONIST
Energetic, efficient, people-person wanted for optometric office. Pleasant environment, benefits, clinical relationships and optometric experience required. Send resume to: Box 478, Full time. Private office downtown Farmington.
477-1848

REGISTERED NURSE

Contingent Staff Nurse position available to work in the Emergency Department at Beaumont Troy Medical Center, Novi.

Minimum 1 yr. recent Emergency experience required & current Michigan RN licensure.

Send resume detailing experience & availability to: Human Resources

PROVIDENCE PARK
Medical Center
47801 Grand River Ave.
Novi, MI 48374
An Equal Opportunity Employer

REGISTERED NURSE - plastic surgery office in Southfield. Must have several years experience, good references required. Excellent salary and conditions & benefits.
557-1623

REGISTERED NURSE for allergist office in Livonia, part time, no weekends, flexible hours, will train. Need a team worker. Send resume to: Box 479
Observer & Eccentric Newspapers
36251 Schoolcraft Rd
Livonia MI 48150

REGISTERED NURSES
Registered Nursing Professionals are needed immediately to provide outpatient care in the following areas: ICU, Med/Surg, ER, Peds, Renal & Mental Health. $22-$27/hr. with rotating benefits. To interviews an assignment in your area, call (810) 569-1070

REGISTERED NURSE
Positions available at Northville Regional Psychiatric Hospital. Full time positions for patient management, supervision of LPN's & Resident Care Aides. These positions require graduation from an approved school of nursing & a current Michigan license. Psychiatric nursing experience is preferred, but not required. Salary is $18.48/hr-$38.546.24/yr. Differential is 7% for afternoon & midnight shifts. Excellent benefit package. Please call Mrs. Hall, RN at (313)348-1800, ext. 223.
An Equal Opportunity Employer

REHAB NURSE/RN - growing vocational rehabilitation by home care manager, experience preferred, will train right person. Flexible PM. No nights, weekends or holidays, please mail resume to: Hansen & Assoc. 29777 Telegraph #2475, Southfield, MI 48034

RN - Full time, afternoons, pleasant working conditions. Apply at: Trinity Park, Rehabilitation for The Aged, 389 10 Six Mile, Livonia. 464-3772

BUSY Birmingham Pediatric office needs experienced RN, LPN or MA. Approximately 30 hours per week plus some Sats. Basic pediatric care, basic lab, injections & venipunctures. Ask for Phyllis R.
644-8900

RN - HOME CARE
To provide visits for busy agency. Excellent pay & benefits.
(810) 229-5683
FAMILY NURSE CARE

RN/MANAGER
We are seeking a dynamic RN with strong interpersonal skills to coordinate the activities of a busy Oak Grove Dept. as well as interfacing clinical care & patients in a tertiary care center. We offer an attractive package for the right candidate. All replies confidential. Please send resume to: Box 824
Observer & Eccentric Newspapers
36251 Schoolcraft Rd.
Livonia MI 48150

RN OR LPN for pediatric office in W. Bloomfield, part time, 3 days. Call LPN'S earn up to $20/hour. RN'S earn up to $30/hour.
Home Care Services
FAMILY NURSE CARE
(313) 229-5683 (810) 229-5683

RN'S SPECIAL PROJECT
Immediate opening in staff orthopedic floor. Clinical Ladder, Extra Long term, day shifts available. For appointment call Linda Evans-Fri., 9-5 for Barbara.
METROSTAFF
Health Care Services
558-0343

RN SUPERVISOR
Full time 7am-3pm. Position available IMMEDIATELY 8-11PM shift. Looking for energetic nurse with strong leadership skills. Call Pat for appointment scheduling.
LOURDES NURSING HOME
23000 Watkins Lake Rd. Waterford.
Call Mon - Fri 8-4
674-2241

SERVICE COORDINATOR
To schedule cases for busy home care agency in Plymouth. Excellent communication & clerical skills required.
FAMILY NURSE CARE
(810) 229-5683

SOCIAL WORKER needed for part time position in Lake Orion area. Salary negotiable. Send resume to: Box 832,
Observer & Eccentric Newspapers
36251 Schoolcraft Rd.
Livonia MI 48150

502 Help Wanted Dental-Medical

RN - PART TIME
for telephone triage in pediatric practice. Must be able to work a variety of hours.
478-2723

RN'S/LPN'S
Apply in person:
Morgan Health Center
15475 Middlebelt
Livonia, MI 48154
427-6176

RN's
Tired of working nights, weekends, holidays? Want a set job, over 40 hours, work full or part time? Do you have hospital emergency, ICU, surgery and/or telescopic experience? Interested in individual medical case management? Send resume to PO Box 531006, Livonia, MI 48153-1006 or call OCSS 10-348-0977

SURGICAL INVENTORY MANAGER
Must possess a proven track record of success. Must be dependable person to manage inventory in our Southfield office & check operations in 6 out of hospitals in South east Michigan. Must be highly organized, detail oriented, able to work independently. Competitive pay & benefits. Resume with salary requirements to: PO Box 3013, Detroit, MI 48236
An Equal Opportunity Employer

ACCOUNTS RECEIVABLE
Full time position available for experience, organizational skills & phone manner. Accounting experience a plus. Non smoking office. Send resume to:
Yale Materials Handling
11844 Hubbard
Livonia, MI 48150
or fax (313) 261-4888
Attn: Ann Marie

ACCOUNTS RECEIVABLE CLERK, experienced needed. Apply at: Ethan Allen, 35803 Veronica, Livonia.
981-2320

ACCOUNTS RECEIVABLE
COLLECTION SPECIALIST
Established suburban distributor seeks experienced, high energy collection professional. Prefer background in automotive account receivable collection experience. Excellent benefits package. Send resume to:
Box 847
Observer & Eccentric Newspapers
36251 Schoolcraft Rd.
Livonia MI 48150

ACCOUNTS RECEIVABLE
POSITION
Novi manufacturer has an opening for an experienced Accounts Receivable individual. General accounting knowledge is required. Accounts receivable collection experience is a must. Successful candidate must be mature, professional and self motivated. Must be detailed, well organized, a self starter, and a good communicator. Pleasant, non-smoking office. Competitive salary for an excellent salary & benefits package. Send resume and salary requirements to:
Accounting Position
P.O. Box 5004
Novi, MI 48376-5300

ACCOUNTS RECEIVABLE
Immediate opening with Brass-Craft Manufacturing Company. Essential job functions include: balancing, cash applications, customer service & problem solving. Job requirements include: Accounting & computer skills, as well as having positive interpersonal skills, ability to prioritize assignments & competitive wage & benefit package. Send resume to:
Brass-Craft Mfg. Company
PO Box 5004
Novi, MI 48376-5004
Attention David Victor/AR
Fax 348-7-8-8-0
Equal Opportunity Employer
Minority/Females/Handicapped/Vet

ACT NOW
Word Processors
Knowledge in
• Microsoft Word for Windows
• WordPerfect 5.1
• Lotus

START IMMEDIATELY!
TODAYS TEMPORARY
649-4455
EOE

ADMINISTRATIVE ASSISTANT
Must have life insurance & Business/Accounting background with excellent phone & word processing skills. Salary dependent upon experience & qualifications. Send resume to:
NYHL, PO Box 250756
W. Bloomfield, MI 48325-0756

ADMINISTRATIVE
ASSISTANT
Immediate opportunity for an assistant in a fast paced, executive consulting group. Must have Word Processing & Spreadsheet or Database experience. Seeking a promotable candidate with excellent communication skills. Top benefits.
Diversified Recruiters Co.
344-6700 FAX 344-6704

ADMINISTRATIVE
ASSISTANTS
Flexible assignments, excellent permanent job opportunities, excellent pay, benefits. Call the job line today. WordPerfect 5.1, 6.0, MS Word, Lotus, Excel, Dbase. Call today for an appointment.
OFFICETEAM
(810) 336-0222 Fax 358-0941
28345 Northwestern Hwy #250
Southfield, MI 48034
E.O.E.

ADMINISTRATIVE ASSISTANT

Well-organized, highly motivated administrative assistant needed for Troy based national property firm. Applicant must be detail-oriented, a self-starter, able to work independently, know advanced Wordperfect, have strong math aptitude, good phone and have experience on a multi-line phone system. Salary commensurate with salary history. Inc. The Hayman Company, 1572 E. Maple, Troy, MI 48007. No phone calls please. Non-smoking building.

ACCOUNTING
Construction company seeking a self motivated individual for full time position assisting in all phases of accounting. Looks a must. WordPerfect 5.1 plus. Resume to: Attention Controller, 30800 Telegraph Rd Ste 1280, Bingham Farms, MI 48025.

ACCOUNTING ASSISTANT
Sign care products manufacturer in Bloomfield Hills seeks person with experience in computerized accounting. Must possess Lotus Knowledge of Peachtree, WordPerfect 5.1 plus. Resume to: Attention Controller, 30800 Telegraph Rd Ste 1280, Bingham Farms, MI 48025