502 Help Wanted Dental-Medical

BOOKKEEPER
For multi-owner practice, 4 days per week, Bookkeeping experience and billing experience preferred. Send to: Box 1000, Observer & Eccentric Newspapers 36251 Schoolcraft Rd. Livonia MI 48150

NORTH OAKLAND MEDICAL CENTERS
Our 371 bed, acute care facility has opportunities in our Cardiology Department.

Telemetry Monitoring Technician
Full and Part-Time All Shifts
Monitors cardiac rhythms, reviews rhythm strips, maintains patient records, performs EKG's and performs arrhythmia interpretations.
Qualifications:
• Certified Cardiovascular Technician
• Certified Advanced Emergency Medical Technician or comparable certification.

Cardiology/EEG Tech III
Full-Time Day Shift
Performs non-invasive procedures, including EKG, DCG tests and Holter monitoring, Tilgard Stress and Thallium Tests, Medical Vascular Studies, Echocardiography and assists in Cardiac Catheterization Procedures.
Qualifications:
• High school graduate or the equivalent
• Minimum of one (1) year experience in non-invasive procedures.
• Registered or eligible for accreditation by a cardiology accreditation board, association, or vascular association.

Human Resources Department
North Oakland Medical Centers
• 50 East Walton Blvd.
Pontiac, MI 48341
• 810-857-7232
An Equal Opportunity Employer
Affirmative Action Employer

CERTIFIED NURSE AIDES
$6.50-$7.10 per hour, part time, positions available. We also offer a training program for the next class beginning. Applications accepted Mon.-Fri., 9am-4pm or call for information. 810-334-2040
Whitehall Convalescent Home
43455 W. 10 Mile Road

CERTIFIED NURSE AIDES
Start at $6.30, 6 month raises, 4 days per week, 12 hour nursing days per week, Benefit package, Bonus plan available. Apply in person, 10am-4pm, Mon.-Fri.
Berry Health Center
1253 W. Silverbell
Orion, MI

CHAIR-SIDE DENTAL ASSISTANT
Needed for a progressive, fun office in Northville. Experience necessary. No Fridays or Saturdays. Call (810) 349-3660

CHAIRSIDE DENTAL ASSISTANTS
Are you an experienced dental assistant that needs to earn some extra bucks? Are you a student who can take the flexibility to work 1 or 2 days a week with them? Call our office today for more information! No fee's. EOE. (810) 477-4777

CHIROPRACTOR'S ASSISTANT
★ Motivated, outgoing person for part time position in Redford. Will train. Call Sandy 313-537-8100

CNA
Apply in person
Merrywood Manor
13475 Middlebelt
Livonia, MI 48154
(313) 427-6175

CNA'S for small Northville nursing home. All shifts, full and part time. Start $6.00 per hour.
Call Sandra at Home 313-349-4290

Celina - Hiring bonus, starting wage based on experience, full benefits package, 401K, Apply in person "Ask for Jeanie" 8 years of Plymouth Court Nursing Center, 1000 Plymouth, Plymouth. Facility dedicated to 24/7/9 - HOW Care.
313-459-0510
An Equal Opportunity Employer

CNA's
Immediate openings for CNA's and Home Health Aides in Nova and surrounding areas.
INNOVATIONS Home Care
810-227-1414

College student seeking employment in human services/rehabilitation. Must have own transportation. Weekend, afternoon/evening hours available. 810-851-0451

CONTACT LENS Technician needed for busy practice. HCP Lens Experience required. Will train right person. Apply at: Dr. Bonfiglio, 15130 Middlebelt, Livonia, MI 48150

PLYMOUTH DENTAL OFFICE
Opening for Dental Assistant, Dental Hygiene Assistant, also part-time receptionist. Applicant must be experienced in X-Rays, familiarity with Dentrix a plus. Applicants should have dental background and essential skills. Applicants should be self motivated, dependable, punctual & a willing team player. 313-455-1175

COME work for an office that appreciates staff. Dependable, reliable, organized, and experienced only. Busy Southeast Dentist practice. (810) 557-9580

ENERGETIC, neat talented person needed for growing dental practice. Exceptional fee for service & people skills a must. Dental hygiene part position will be added if right person can fit in. 810-645-1079

FULL or part-time Dental Assistant needed for an established, welcoming office in Troy. No weekends. Pleasant pay. Please call. 810-689-3051

DENTAL HYGIENE
Full-time/Part-time. Excellent salary & benefits. Call 810-559-3131

DENTAL ADMINISTRATOR - full time, experienced, organized, self-motivated individual needed to join staff in the heart of the Detroit Metro area. Orthodontic/Pediatric practice. Computer or dental experience preferred. Salary & benefits commensurate with ability. Call 810-463-8081.

DENTAL ASSISTANT
Challenging, stimulating position for confident, experienced assistant. Minimum two years experience. Full-time $20,000 - $25,000 to start.
Call: 810-357-3213

DENTAL ASSISTANT
Experienced, full time, starting immediately. Call Anna. 810-693-6223

DENTAL ASSISTANT
Mon.-Fri. Some clinical experience. Fast-paced, Dwelling Bel, Farmington Hills area. Call 810-661-1644

DENTAL ASSISTANT
We need one more. We offer a positive and is stimulating and rewarding. Great hours. Opportunity only. Permanently Part required, w/ some Saturdays. 810-661-1440

DENTAL ASSISTANT
Part Time, Experienced, Pediatric Dentistry, Farmington area. 810-476-6005

DENTAL ASSISTANT
Experienced preferred, will train, 4 days, benefits, pleasant place. Contact Bonnie Hopkins. 313-595-9073

502 Help Wanted Dental-Medical

DENTAL ASSISTANT for busy general dentist office. Full time, Your experience preferred, but not necessary. Call 810-567-0432

DENTAL ASSISTANT
Full-time chairside assistant for small but growing General Dentistry practice. Experience preferred but not necessary.
Call 313-455-8250

DENTAL ASSISTANT
Our busy Canton office is searching for a patient oriented person with dental experience who is challenged by the potential of expanded duties. If you are cheerful and want to be part of our dynamic team, please call Lisa at 313-981-9818

DENTAL ASSISTANT - Our dental team is searching for bright, motivated Chairside Assistant to join our 3½ days/week in Plymouth. 313-455-5950

DENTAL ASSISTANT - PART-TIME
positions available, Mornings, afternoons, an occasional Saturday. Experience preferred but not necessary. Livonia area. 313-425-0440

DENTAL ASSISTANT
If your busy 1st floor practice that offers a highly progressive quality team oriented atmosphere is what you are after excellent compensation package, and a practice that can offer you an opportunity to develop your career, personal & financial security, we build careers! Expanded duty program. Please call Jackie at Dr. Mulvey's office, 8-5pm, Mon. Thur.
810-474-0266, ask for Sandy.

DENTAL HYGIENIST
Full or Part time. Excellent salary and benefits in Downtown Plymouth. Call Marylen 313-668-2010

DENTAL HYGIENIST - Pleasant, friendly office seeking good communication skills for 1 or 2 days in Westland Dental Care. Call Jackie 313-525-7636

DENTAL HYGIENIST
Solid dental hygienist experience preferred, 16-23 hrs. per week, if you would like to be given people time to do high quality work, call us. (810) 348-0411

DENTAL HYGIENIST
Part-time, Monday & Saturdays. Dearborn family oriented practice. 313-842-4630

DENTAL HYGIENIST - PART-TIME
Outgoing person needed in Livonia family practice.
313-464-3430

DENTAL INSURANCE RECRUITER
Part-time to include every other Saturday AM & one evening. Approx 25 hours per week. Beautiful Farmington office. 313-363-7722

DENTAL OFFICE is seeking an energetic, mature dental assistant to be half a day chair side. Friendly & pleasant phone skills are necessary. Approximately 25 hrs./week, afternoons. Plymouth Canton area. 313-453-6330

DENTAL PERSONNEL
growing practice needs highly skilled dental assistants, hygienists and front desk personnel. Full & part time. Competitive salary, benefits. Fax resume 810-688-7314 or call & leave name & phone number. 810-688-7188.

DENTAL RECEPTIONIST
Dental, computer & WordPerfect experience necessary. Full time Tues. thru Sat. Benefits. Farmington Hills area. (810) 851-1034

Dental Receptionist
Friendly, caring, team player with computer experience needed for busy, prosthodontic dental practice in Canton. Respond to: Box 229 Observer & Eccentric Newspapers 36251 Schoolcraft Rd. Livonia MI 48150

DENTAL RECEPTIONIST
Outstanding opportunity to work with highly motivated staff & energetic, board certified doctor. Minimum 2 years experience. Full time position. Northville. Call 348-3700

DENTAL RECEPTIONIST/Assistant
Rochester area. No experience necessary. Please call for interview. 810-852-1707

DENTAL RECEPTIONIST - Full time, Dental Insurance and billing skills. Excellent salary & benefits. 810-642-8430

DENTAL RECEPTIONIST
Part time receptionist for busy practice. Experience not necessary. Dearborn Heights. Fast paced 3 day area. 313-278-4700

DENTAL RECEPTIONIST - New, Pub/part time for busy general practice. Excellent benefits & dental experience required. (810)546-1110

DENTAL RECEPTIONIST - Part-time, experienced. Friendly, outgoing person with good phone skills & insurance billing experience. Livonia family practice. 313-464-3430

DENTAL TECHNICIAN
How does your future look? Well, maybe we can improve it. If you have 3 years dental lab/technical work experience and are interested in joining our expansion oriented team, call 313-427-8301

DIRECT CARE STAFF
WE NEED YOU FOR FULL AND PART TIME POSITIONS

Alternative Living Services, Inc., a nationally recognized provider of Alzheimer's care is proud to announce the opening of our recently designed 30-bed Assisted Living facility in Farmington Hills. Hamilton House offers a warm, caring environment for these elderly individuals who require assistance with their daily living needs in an attractive home-like setting.

We are in need of additional caring and compassionate individuals to assist our residents with their daily living needs, hygiene and personal activities. Positions are available on first and second shift. We offer competitive wages and bonds on tract. CNA or equivalent is preferred but not required.

Interested candidates should call Darnell for more information.
810-476-8337
Or apply at:
Hamilton House
27000 Drake Rd.
Farmington Hills

DIRECTOR OF NURSING
Presbyterian Village Redford, a Medicare certified facility is seeking a dynamic RN to lead and teach of quality care plans. Visible presence on units, strong and experienced staff and possess the ability to delegate and supervise. Must be able to work with staff, residents and families. Knowledge of nursing home rules/regulations (OBRA) and computer skills are important, ability to analyze problems and create solutions. Management experience in Long Term Care preferred. We offer competitive salary and benefits, including retirement savings program and tuition reimbursement. Please send resume and cover letter, with salary history, to:
PRESBYTERIAN VILLAGES
Kim Herbenick
HR Director
30330 W. Six Mile Rd.
Redford, MI 48240

MEDICAL ASSISTANT
Part time, Board Certified Pediatric office. Experience preferred. Apply 10am to 12 noon or call 810-867-1170

DIETETIC technician needed for busy specialist office - duty 10-6, Great place with rewards. Maple & Orchard Lake area. 810-855-5660

502 Help Wanted Dental-Medical

TRANSCRIPTIONIST
Full time, for busy Livonia office. Full time includes every other Saturday. Minimum 2 years experience in Orthopedic Transcription & Medical terminology. Call Mon. thru Thurs. 810-647-0880

FRONT OFFICE ASSISTANT/Receptionist, Part time, 8.30-12.30, Mon. through Fri. Assist with medical insurance billing, filing, scheduling, phone and transcription. Should be detail-oriented. Call Ann at 810-557-7338

HOME HEALTH AIDES
Experienced, FULL & part time-all shifts. Competitive wages, bonus program, incentive bonus, employee health, flexibility & holiday bonuses. Vacation pay. Transportation available. We have pride in being dedicated, caring people to provide uncompromised client care. Call 2-5pm. EMPRA-CARE IV 313-595-1061

HOME HEALTH AIDES
For Private Duty Home Care
• New Pay Rate
• Immediate assignments
• Benefits for full time
• Mileage reimbursement

Contingent, part-time & full-time positions available. Exceptional opportunity for nursing students, nurse assistants, & experienced home health aides. To apply call:

313-981-8829

UNITED HOME CARE

House Director
Part-Time, Every Weekend
7:00 P.M. - 7:30 A.M.

Our 371 bed, acute care facility is seeking a House Director in the Nursing Department. This individual would be responsible for the safety, health and general supervision of patients, staff and public outside of normal business hours. House Director would interpret and provide directions for Hospital policies and procedures.

Qualifications:
• Bachelor of Science in Nursing preferred.
• Three (3) to five (5) years current Staff Nurse experience at the supervisory level or above required.
• Current license to practice as a Registered Nurse in the State of Michigan.

Human Resources Department
North Oakland Medical Centers
461 West Huron Street
Pontiac, MI 48341
810-857-7338
An Equal Opportunity Employer
Affirmative Action Employer

HYGIENIST - BIRMINGHAM
Are you graduate, a graduate with great interpersonal skills? 3-3 days/week with schedule flexibility for kids and school. Call 810-644-8668

LAB ASSISTANT
Have you ever thought about training as a Lab Assistant/Dental Assistant? We are willing to train the right person for an interesting job in a team oriented special practice. Hours are wages based on experience. Birmingham area. Call Ann-Fri, 10am-4pm. 810-647-7938

LPN/ADMINISTRATOR
Seeking LPN for hands-on medical care of elderly. Management background preferred. Caring & compassionate to the needs of Alzheimer's & elderly. Salary based on experience. 810-642-7867
Contact: Marilyn Kaplan, Attn: Human Resources, 27704 Franklin Rd., Southfield, MI 48034
An Equal Opportunity Employer

SINAI HOSPITAL

MEDICAL ASSISTANT
NIGHT SHIFT
Outstanding United Hospitals Inc. now has an excellent opportunity in our Metro Health Department, which specializes in occupational medicine.

We seek a graduate of an accredited medical assistant program, with only with 1+ year experience in a clinical office environment. Typing skills are a plus. Skills are preferred. Venipuncture and x-ray knowledge is helpful.

In addition to a competitive compensation package, a training program is available. For consideration please send a resume in confidence to: OAKWOOD UNITED HOSPITALS TALB BMC, Occupational Resources Department, 2348 Merriman Rd., Westland, MI 48185

OAKWOOD UNITED HOSPITALS, INC.
A subsidiary of
Oakwood Health Services

MEDICAL BILLER & RECEPTIONIST
2 full time positions available in Southfield Orthopedic doctors office, for an experienced Biller & phone receptionist. Call Mon.-Fri., 9-4pm. 810-569-4710

MEDICAL BILLER
For Ortho office. Experience preferred. Contact Hanna by email 810-649-8640

MEDICAL BILLING/DATA ENTRY
National Medical Laboratories, Inc., offers the freedom to pursue your career goals in a fast paced, state-of-the-art environment. We have an immediate need for a medical transcriptionist, cost-efficient individual to process data, and a billing position. A minimum of 6 months medical billing experience, and ability to meet production standards are required. NML offers a flexible schedule and competitive salary and benefits package. For immediate consideration, send resume or apply in person to: NATIONAL MEDICAL LABORATORIES, INC., 32255 Capitol, Livonia, MI 48150. Equal Opportunity Employer M/F/D/V

502 Help Wanted Dental-Medical

★ MEDICAL ASSISTANT
urgently needed for internal medicine, pediatrics, cardiology and OB/GYN practices in Oakland & Wayne Counties. Ideal candidate is experienced medical, EKG, Vena Puncture, Injections, Career opportunity. Call Monica at Temporary Medical to schedule an interview. 810-643-9400

MEDICAL ASSISTANT for physicians office in Livonia, Mon., Tues., Fri. 9-4, Wed. 1-7 PM., plus vacation time off. Must be experience.
810-427-9600

MEDICAL ASSISTANT
Part-time for busy Livonia office. Experience in EKG, PFT, Venipuncture, X-ray preferred. Call Monday-Tues-Thursday 313-458-1488

MEDICAL BILLER
Candidate should possess full knowledge of all medical insurance billing procedures. Strong medical background. Knowledge in the fields of dermatology & the Lotus system a plus. Please send resume to: 3250 E. Maplelawn, Troy, MI 48083. Attn: Human Resources Department. Or call 737-4329

MEDICAL BILLERS
Please help us! We have many new openings for experienced DME/IV Billers and Medicare Billers. Take charge behind the New York Beach-Mut offices, pleasant suburban location. For more information call:

Our resumes (810-933-1314)
or call Employee Center 810-932-1170
Harper Associates 35670 Medical Center Ridge Road, Wilmington, MI 48234

MEDICAL RECEPTIONIST/BILLER
Experienced, good people skills, reliable, organized, self-starter, computer literate preferable.
810-471-8416
Lynda

MEDICAL RECEPTIONIST
3 days per week in top dermatology office in Farmington Hills. Must have at least 1 year medical office experience. Call 810-553-3900

MEDICAL RECEPTIONIST
Full time position available for expanding family practice clinic in Milford. Experience required. May include evenings. Must be detail oriented and energetic. Call 313-685-2383

MEDICAL RECEPTIONIST
Assisted office duties. Medical experience helpful. Part time. Rochester area. Call Lynn 810-651-6400

MEDICAL RECEPTIONIST - Front desk receptionist opening. Must be organized, friendly and a team player. Dermatology practice in Novi. Resume to: Medical Receptionist, P.O. Box 82177, Rochester, MI 48308.

MEDICAL RECEPTIONIST
For busy internal medicine office in Novi. Full time, mature & responsible. Experience preferred. $650 a plus. Great salary.
Call: 810-478-1157

MEDICAL RECEPTIONIST
EXPERIENCED, for busy orthopedic office. Full time, benefits.
Call 810-855-7407

MEDICAL RECEPTIONIST
For busy internist. Knowledge of insurance/HMO. Southfield area.
810-776-9750

MEDICAL RECEPTIONIST
Busy Pediatrical office in Plymouth needs experienced, dependable receptionist for front desk including computer, phone and appointment work. Immediate opening.
313-459-8280

Medical Receptionists
Several more full & part time openings for physicians offices in Novi, Southfield, Livonia, Southland & Plymouth. Great salaries & benefits. Call Diane Dorbar: 810-932-1170
Harper Associates 35670 Middlebelt
Farmington Hills, MI 48334

MEDICAL RECEPTIONIST
Plastic surgeon needs person to fill this position in progressive office in W. Bloomfield. Must have knowledge of computer, medical terminology, good patient relations, written and oral communication skills. Fax resume with salary history and references to: 810-737-0858

MEDICAL RECEPTIONISTS
Sinai Ambulatory Services is seeking ambitious and bright Medical Receptionists for our office practice located in Southfield, Livonia, and Farmington Hills.

We are looking for individuals who have at least one year experience in a medical office practice, along with excellent communication skills, demonstrated ability to multitask, computer skills, proficiency on computerized systems, scheduling and cash handling.

We are offering a competitive wage and benefits package. All these interested, please apply in person or send resume to:

Sinai Ambulatory Services
27704 Franklin Rd.
Southfield, MI 48034
An Equal Opportunity Employer

MEDICAL SECRETARY
This is your opportunity to work part time for good pay in a nursing and orthopedic office. Send computer, bookkeeping, management & good communication skills to Box 1000
Call 9-5, Mon.-Thurs. 810-477-1660

MEDICAL TRANSCRIPTIONIST
Full or part time. Medical office experience. Excellent typing skills a must. Call Barbara Blackburn, Mon-Fri, 10am-2pm. 810-893-0010 Ext. 247.

NURSES
Come be part of a national corporation dedicated to long term HCW. Full-time and Contingent positions available. Competitive wages based on experience, part time benefits, hiring bonus and pleasant working environment. Plymouth Court Nursing Center 313-455-0510
An Equal Opportunity Employer

★ NURSE
Mental health agency M.R./D.D. is currently consulting for the above position. Applicants must possess current licensure and ability to travel to the Ionia area on Mon.-Fri. 8AM to 5PM. Salary commensurate with experience. Fringe benefits. Send resume to: Human Resources, 7120 Bunting Ave., Ionia, MI 48846. EOE

OPHTHALMIC TECH
Experienced in refraction. Ophthalmic Optician is a clinical office manager in a friendly, busy practice. Dearborn area. 313-846-0100

OPTOMETRIC VISION THERAPIST
In Clinician. Part time position in Ann Arbor. Must enjoy working with children. Willing to train. Call 810-890-1660

502 Help Wanted Dental-Medical

MEDICAL TRANSCRIPTIONIST
Experienced in Urology/Surgery dictation. Part time, pay commensurate. Call Gail. 810-471-0668

MEDICAL TRANSCRIPTIONIST
Needed immediately for 2 month temporary assignment.
Call 2 10-347-7960
Health Care Professionals

MEDICAL TRANSCRIPTIONISTS
wanted for full-and part-time positions, nights, and weekend days, and our growing team is a pleasant work environment. Excellent fulltime benefits, signing bonuses available. Send resume and cover letter with schedule availability to Director of Operations, 3000 Green Rd., Suite 260, Ann Arbor, MI 48105-1571.

NURSE
For busy pre-choice physician's office. Call Toni 810-443-0229

NURSES AIDE
St. Joseph Mercy Hospital, Ann Arbor, one of the area's most progressive health care centers, currently has openings for full-time and part-time Nurses Aides throughout the hospital (no nursing homes).

We're looking for enthusiastic and highly motivated individuals to work in patient care assistant & to provide patient centered care.

You must have a High School diploma or an equivalent combination of education and experience; experience to include one of the following: 3 months as a patient care assistant/nurses aide, formal nurses aide training, or be a nursing student who has completed one direct patient care course, or be in a university of other related experience.

We offer a competitive salary and benefits package. Interested candidates please apply in the HR Employment office at:

Catherine Mcauley Health System
5301 E. Huron River Drive
P.O. Box 992
Ann Arbor, MI 48106

Achieving Workforce Diversity Through Affirmative Action/Equal Opportunity Employer.

OFFICE MANAGER
We are seeking an experienced Physician's Office Manager for our Canton office.

Requirements are: Five years experience in office operations with a strong accounts receivable background. OB/GYN experience preferred.

Qualified candidates please send resume to Christine Jarvay, Human Resources.

William Beaumont Hospital
3601 W. 13 Mile Rd
Royal Oak, MI. 48073-6769
810-551-2005
TDD 810-551-8110

An Equal Opportunity Employer

ORTHODONTIC - Office seeking an energetic team player with people skills. Person for our busy Livonia office, 3-5 days/week. We are willing to train the individual. Salary based on experience. Outstanding benefits & a benefits package. 810-471-1556

PCA
Retired? Would you like to fill some hours in a meaningful & caring way? If so, we need you at the Fleischhner Nursing Department. Opportunity for growth. Benefits available. Interested parties should call:
Fleischhner Nursing/
Blumberg Place
8710 West Maple Rd.
West Bloomfield, MI 48322
(810) 661-2990
An Equal Opportunity Employer

PERSONAL CARE AIDE
Needed immediately for our facility. Contact Elena. 810-661-1700

502 Help Wanted Dental-Medical

Physical Therapist
United Home Health Services, Inc. a Medicare certified home health care agency serving Western Wayne County is seeking a full time Physical Therapist therapist to join our team. Experienced preferred. Competitive salary and flexible work schedule. Interested candidates, please contact Penny at:
(313) 981-5535
UNITED HOME HEALTH SERVICES

PHYSICAL THERAPY ASSISTANT
Full time for established physical therapy practice in Livonia. Benefit field.
810-855-7411

RECEPTIONIST
Experienced in Gastroenterology, Also Word Processing, Computer, and billing experience. Downtown/Southfield.
313-846-0100

RECEPTIONIST
Experienced. Full-time position for fast paced office. Call 810-569-3150

RECEPTIONIST - mature, responsible person needed in friendly people oriented family Top dental office. Flexible hrs. Some exp. Full time, with benefits. 810-738-1717

RECEPTIONIST
For busy pre-choice physician's office. Call Toni 810-443-0229

RECEPTIONIST - Part time busy family practice in Livonia. Willing to train right person. Hours negotiable. Pleasant working.
313-425-0780

RECEPTIONIST/DATA ENTRY
Growing dynamic medical equipment company, is seeking Entry Level, full time Receptionist/Data Entry person. Duties include answering and directing calls from customers, processing data entry, and general office clerical skills. Excellent benefits. Salary $7.00 per hour. Interested candidates please fax cover letter and resume to: 1661 E. Lincoln Ave., Madison Hts. No phone calls please.
An Equal Opportunity Employer

RN/LPN/CNA's
★ Full & part time, all shifts, competitive salaried compensation wages. Apply in person:
Merrywood Nursing Care Center, 39915 W. Five Mile, Livonia

RN, HOSPICE, 2 years nursing home experience. Degree preferred, ability to work independently, pleasant working environment, excellent salary and benefits package. Call Mon.-Fri. 8-5 313-459-1010

RN & LPN
CENTRE FOR DERMATOLOGY & PLASTIC SURGERY
Please join our professional staff in a fast paced environment involved in general dermatologic plastic & office surgery. Hair transplants, vascular laser & pharmaceutical research. Full & part time. Send resume to: P. Robertson, MA, 43600 Garfield, Ste 100, Clinton Twp. 48038 or fax 810-286-2702

RN
Sales & Administration
Aggressive, growth oriented medical staffing company has an immediate opening. Requirements:
• RN license
• Home Health Care Experience
• Sales experience a plus
• Strong communication skills.
We Offer:
• Competitive base salary, plus sales commission
• Car allowance
• 401K plan

Send resume to:
PO Box 514
Southfield, MI 48076

TRANSCRIPTIONIST
Part Time for Beverly Hills Orthopedic clinic. 70 WPM minimum, dependable, 16 hrs. a week. Beside. Call Karen 644-3820

X-RAY TECH ASSISTANT
FULL MEDICAL & DENTAL BENEFITS
For All Full-Time Employees.
Join Michigan's best practice 3-day service team now! Must have good driving record & be able to lift, push, pull & start with incentive after orientation period plus incentives. Ask for Patrick or Rey at:
810-358-4411
An Equal Opportunity Employer

502 Help Wanted Dental-Medical

RN or LPN
For busy Livonia, Livonia & Farmington Hills locations. Approximately 9 to 5 hours/week. 810-645-5988

ACCEPTING APPLICATIONS for RN's, LPNs, CNA's for private duty nursing. Top pay. Call Mon.-Fri., 9 A.M. - 5 P.M. 810-569-3077

VETERINARY RECEPTIONIST/Assistant needed for Plymouth area veterinary hospital. Full time, benefits, weekends & holidays required. Must be self motivated, dependable, and have good communication skills. Please fax resume to 313-459-1010

504 Help Wanted Office-Clerical

ACCOUNTANT/Bookkeeper needed for local CPA firm. Must resume & salary requirements to: 17230 W. 10 Mile, Ste. 200, Southfield, MI 48075

ACCOUNTING
PERMANENT POSITIONS:
• Accounting Assistant, property management experience helpful. Also accounts payable/receivable plus general common sense. Salary to $9.00.

TEMP TO PERM:
• Accountant - Non Profit organization, strong work and skills. Salary to $25K
• Accounting Clerk, automotive firm, Troy: Strong payables, college degree or equivalent experience. Long term temp. Perm salary to $22K

TEMP POSITIONS:
• Accounts Receivable collections - Strong communication.
• Jr. Accountant - Lathrup Village, part time 20 hours. Light bookkeeping skills.
• Accounting Clerk - Redford, assist with payables and clerical.

(810) 354-2410
ACCOUNTANTS ONE
24133 Northwestern Hwy. Ste 202
Southfield, MI 48076
fee paid agency

504 Help Wanted Office-Clerical

ACCOUNTING CLERKS
Immediate need for well organized, with computer experience. Send resume for 24455 Hallaway, Farmington Hills, MI, 48336.

ACCOUNTS PAYABLE - entry level with computer experience. Send resume for 24455 Hallaway, Farmington Hills, MI, 48336.

ACCOUNTS PAYABLE - Busy multi location company seeks high volume paperwork, experienced, full-time, Farmington area. Send resume to: Accounts Payable, 2555 Pine Dr., Wixom, MI, 48393

ACCOUNTS PAYABLE
PAYROLL
GENERAL OFFICE
Familiarity with computers necessary. Full time. Send resume to Allan Brown, 37625 Grand River, Farmington, MI 48336

ACCOUNTS PAYABLE CLERK
Full time, experience a must. Excellent working conditions. Benefits package. Send resume & salary requirements: Attn: Debbie Vandbusch, 900 Chestnut St., Ste. G-11, Rochester, MI. 48307

ACCOUNTS PAYABLE/
ACCOUNTING CLERK
Southfield Property Management company seeks an individual for part-time accounts payable/accounting clerk position. Qualified candidate will possess good data entry, math and communication skills. Send or fax resume and salary requirements to:
Human Resources Department
ARUNCON CORPORATION
26555 Evergreen, Suite 1300
Southfield, MI 48076
FAX - (810) 352-8725

TELECOMMUNICATION TECHNICIAN

Compuware Corporation, a systems software and professional services leader, has an exciting career opportunity in Corporate Administration.

The ideal candidate will be a dependable, punctual self-starter who can be a team player in a diverse and challenging environment. This position requires implementation and maintenance of in-house phone equipment and voicemail and a flexible schedule, including willingness to wear a pager and be on call. Willingness to travel and familiarity with NEC 2400, Meridian Norstar/Octel VM a plus.

Send or fax your resume and salary expectations to Compuware Corporation, 31440 Northwestern Highway, Suite 170 Farmington Hills, MI 48334. Phone: 800-292-7432; Fax: 810-737-7676.

COMPUWARE.

Receptionist

Computer Methods Corporation (CMC) is one of the Detroit area's fastest growing computer consulting companies. Our continued success has led to an opportunity for a conscientious Receptionist.

Using your knowledge of administrative and office operations, you will coordinate a variety of administrative and clerical activities. To succeed, you must have at least 1 year office or similar experience, a professional phone manner and the ability to coordinate multiple assignments. Computer skills are desirable.

CMC offers you a very competitive compensation and benefits package, including tuition reimbursement and 401 (k). For consideration please send your resume to: Computer Methods Corporation, Attn: Meredith MacMechman, 13740 Merriman Rd., Livonia, MI 48150; Fax: (313) 522-5187 or FX: (313) 522-2705. Equal Opportunity Employer.

ANN ARBOR • HOWELL • JACKSON • LANSING • LIVONIA • CMC

WORK NOW

Earn excellent pay at top companies on short and long term assignments in Livonia, Plymouth, Canton & Novi.

Positions in Demand:
• Word Processors
• Customer Service Representatives
• Data Entry • Receptionists • Collections

Olsten Staffing Services

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Candidates must be Accredited Record Technician with two years experience in an ACoS approved Tumor Registry, must possess excellent Verbal and Written Communication Skills.

For further information, contact Human Resources (313) 988-5000, ext. 5000.

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