504 Help Wanted Office-Clerical

Secretarial/Clerical
Permanent part time in the Human Resources Dept. 3 days a week, Wed-Thurs-Fri., 8 hours a day. Knowledge of word processing is a plus. Call Nancy at 810-644-5300, ext. 348 or send resume to

Erb LUMBER
325 S. Eton
Birmingham, MI 48009
Attention: Nancy

Secretarial Support
International Rochester firm seeking an Administrative Support Secretary. Must be familiar with Lotus and have some word processing skills. $18-20K to start. Please Fax resume to: 810-649-1606 or send to NRAS, 1900 W. Big Beaver, Ste. 220, Troy, MI 48084

SECRETARIAL - talent agency office position. File management, telecommunication, and computer skills. 3-4 days/wk. 313-448-8177.

SECRETARIAL WORK FARMINGTON
Part time mornings, starting pay $8 per hour. Call 810-477-6099

SECRETARY/BOOKKEEPER
For small CPA firm looking for candidate with computer skills & friendly personality, flexible hours. Salary commensurate with experience. Mail resume to: Mr. Martin, 30800 Northwestern Hwy., Ste. 201, Farmington Hills, MI 48334

SECRETARY
Full time with excellent benefits, to work in busy sales office. Word Perfect experience. Call 810-433-4761 or Fax 810-433-4722 or send resume to 31000 Telegraph, Ste. 290, Bingham Farms, MI 48025.

SECRETARY
Immediate full time position for a Secretary with a strong background in WordPerfect 6.1. Ability to manage a diverse resident population a must. Good time management and customer service skills necessary. Support for multi-level staff helpful. Excellent benefit package. Send resume to:
MERCY BELLBROOK RETIREMENT COMMUNITY
873 W. Avon Road
Rochester Hills, MI 48307
or call 810-656-3239

SECRETARY needed for Troy ad agency. Typing 65 wpm, WordPerfect, Windows, Lotus, & freelance skills. Send resume with salary requirements to: Personnel, Ste 2500, 755 W Big Beaver Rd., Troy, MI 48084
An Equal Opportunity Employer

SECRETARY - NOVI

SECRETARY PART-TIME

SECRETARY

SECRETARY/WORD PROCESSOR

SECRETARIAL:
Looking for a more exciting job with better pay? Or are you looking to upgrade your skills and re-enter the workforce?
- MANPOWER offers flexible hours, competitive wages, paid vacations, holidays, health & life insurance!
- Free computer-based training!
- Work at the area's most prestigious companies. Some temp-to-perm positions!
- Refer a friend & earn an extra $40!

Call MANPOWER now for interview
(810) 540-3380
Equal opportunity Employer
Never a fee

SECRETARY
Immediate temporary full time position for Troy ad agency. WordPerfect 6.1 & 6.0, Microsoft Word, typing 60wpm. Receptionist/Switchboard preferred, but will train. Send resume with salary requirements to: Personnel, Ste. 2500, 755 W. Big Beaver Rd. Troy, MI 48084. EOE

SECRETARY SALES OFFICE

A major corporation is seeking an experienced secretary for their Detroit office.

The secretary will be responsible for handling customer telephone inquiries and extensive computer work in databases & spreadsheets in addition to normal secretarial duties.

We are seeking an experienced, resourceful individual who can plan & schedule their own work while manager travels. Experience with Microsoft office professional programs plus FoxPro is desirable.

Please send your resume & current earnings to:

AAF INTERNATIONAL
13753 OTTERSON COURT
LIVONIA, MI., 48150

SECRETARY/WORD PROCESSOR
Southfield CPA office is looking for a secretary/word processor. Required experience in WordPerfect 6.0/6.1, and Lotus. Please call Debbie at 810-357-2404, Ext. 173.

SOUTHFIELD Law Firm expanding their secretarial staff. Previous legal experience not required. WordPerfect a must. Send resume to Travelers Towers, 26555 Evergreen, Box 073, Southfield, MI 48076

SPENCER PERSONNEL

810-355-1900
FAX 810-355-2422

SUMMER JOBS

1-800-701-3777
SNELLING PERSONNEL SERVICES

TRAFFIC CLERK
$20,800

TRAFFIC SECRETARY

CONTEMPRA

UNIT SECRETARY

WORD PROCESSOR

FUTURE FORCE SERVICES
(810) 353-6300

WORD PROCESSORS RECEPTIONIST

ENTECH PERSONNEL
(810) 377-4950

WORD PROCESSORS

INTERIM PERSONNEL

504 Help Wanted Office-Clerical

WORD PROCESSOR (PART-TIME)

CONTEMPRA

505 Help Wanted Food-Beverage

SHORT ORDER COOKS

BREAKFAST COOKS

WAITSTAFF

STREETSIDE SEAFOOD, BEVERLY HILLS GRILL & 220

America's Pizza Cafe of Rochester

APPLY IN PERSON
Starting at $3.25; average tips $40-$50 a day. WAIT STAFF needed full time. Call Sam 810-356-9605

ATTENTION COOKS!

BOB EVANS Restaurant

BUS PERSONS

CASHIER

CHEF

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 Mile
(810) 559-5985

505 Help Wanted Food-Beverage

CHEF'S/MANAGER

MR. B'S RESTAURANT

COOK - Part time

COOKS

COOKS - PREP

COOKS

DELI - GRILL PERSON PIZZA COOK

GRILL COOK/FOOD PREP

HIRING WAITSTAFF

HOST/HOSTESS
The Original Pancake House is now hiring full or part time. Excellent pay & working conditions. Apply at: 1380 S. Woodward, Birmingham

HOST PERSON & BUS PERSON evenings. Also experienced Waitstaff, days. Alibi Restaurant, 8700 Rochester Rd.,Troy.

HOTEL/RESTAURANT
For career opportunities with Marriott in Livonia, call 24 hours a day. 800-460-4424.

HUNGRY HOWIE'S
Now Hiring
Management Position
Competitive Pay & Benefits.
Please call (313)261-6660 between 4pm-12am

KITCHEN HELPER - PART-TIME
For retirement apartment. Apply in person: 11525 Farmington Rd., Livonia 313-425-3060

LARCO'S
Now hiring Cooks, Bussers & Wait Staff. 810-680-0066

MAX & ERMA'S NOW HIRING: DISHWASHERS
Apply in person: Mon.-Fri., 2-4: 37714 Six Mile Rd., Livonia (In Laurel Park Place).

505 Help Wanted Food-Beverage

MACARONI GRILL

MANAGEMENT OPPORTUNITIES
Carlos Murphy's Restaurants

Come to work for one of Michigan's top-rated restaurant companies. Our back-to-basics approach to the total dining experience emphasizes great food, light-hearted fun, quality service and total guest satisfaction. We are committed to building top-flight management teams and are looking for people who are energetic, people-oriented, and strong in leadership skills. If you qualify, you owe it to yourself to check us out!
We offer competitive compensation, a 401K, medical and dental plans. For immediate consideration, send resume to:
Chris Miles
CARLOS MURPHY'S, INC.

MOUNTAIN JACKS LIVONIA

ALL POSITIONS
31501 SCHOOLCRAFT

MOUNTAIN JACK'S TROY
- DISHWASHERS
- BUSSERS

2360 ROCHESTER CT.

MR. B'S RESTAURANT

OUTBACK STEAKHOUSE

RAM'S HORN

Macaroni GRILL

WAIT & HOST STAFF

APPLY DAILY 2-4PM
32729 Northwestern Hwy.
Farmington Hills. EOE

SERVERS - do you earn $400/wk. Do you receive full benefits. Apply in person Deli Unique W. Bloomfield, 6724 Orchard Lake Rd. S. of Maple

SILVERMAN'S, SOUTHFIELD
Weekday WAIT PERSON and BUS PERSON. Apply in person: Greenfield at 10 Mile.

Restaurant
The perfect place for that summer internship, freshman and sophomore interns, as well as supervisory positions for upper class students. Immediate openings as well. Now hiring full time and part time employees for the following positions:
- Dining Supervisors
- Host Personnel
- Servers
- Bus Attendants
- Line Cooks
- Pantry and Prep
- Dish Personnel
- Summer Bar Personnel
- Cocktail Servers

Stop by to pick up an application.
Birmingham Athletic Club,
4033 W. Maple Rd.,
Bloomfield Hills, MI 48301.
No phone calls please.
An equal opportunity employer.

505 Help Wanted Food-Beverage

MORTON'S OF CHICAGO
The Steakhouse

- LINE COOKS
- PANTRY COOKS
- DISHWASHERS

NEED SOME BUCKS?
$$$$
WE NEED YOU!

RESTAURANT OPEN HOUSE
D. DENNISON'S
Famous Seafood Tavern

Tues., Apr. 11, 9am till 5pm
The COMFORT INN
FARMINGTON HILLS

Wed. Apr. 12, 9am till 6pm
HAMPTON INN
NORTHVILLE

STAGE & CO.
AM & PM Wait Staff
Host Staff
Bus Staff

STATION 885
NOW HIRING:

WAITSTAFF

WAIT STAFF, BAR STAFF BARBACKS, DOORMEN
Apply in person
Wooly Bullys
43333 W. 7 Mile, Northville

WAIT STAFF & BUS ATTENDANTS for prominent Southfield restaurant. Two years fine dining experience required. For interview/appointment call 810-358-3355

505 Help Wanted Food-Beverage

WAIT STAFF

WAIT STAFF

506 Help Wanted Sales

Quarterback

PROMOTIONS

Real Estate Career
Free Training
Century 21
Hartford South Inc.
313-464-6400
Ask for Larry Frey

ACCOUNT EXECUTIVE

ACCOUNT REPRESENTATIVE

A NEW START

ART CONSULTANT
America's foremost art gallery organization is seeking a dynamic & entrepreneurial sales professional for elegant retail location in the Somerset Mall. Prior experience in sales of luxury merchandise, telemarketing, & community networking. Call Ms. Moran (810) 649-1779

506 Help Wanted Sales

CHAMBERLAIN REALTORS

BETTE BALL
810-647-6400

ART VAN

ATTENTION
$25-$40K

AUTO SALES

BURNT OUT?

Call 810-588-2939

CAREER IN SALES

COST ESTIMATOR Trainee to $1200/wk. Home remodeling. Bob or E. J. 810-624-1500
Personnel Data Report Corp.

COUNTER SALES - $7-$8 per hour. Apply in person. Nobles Landscape Supplies, 29450 W. 8 Mile, just W. of Middlebelt (810)474-4922

506 Help Wanted Sales

AUTO SALES OPPORTUNITES NEW OR USED

Great inventory. Great products. Sales experience helpful, will train the right candidate. Full benefit package including Demo, 50% commission, 401K contact Tony Ward or Tom Colosimo

LOU LA RICHE CHEVROLET
40875 PLYMOUTH
PLYMOUTH
313-453-4600

COMMUNICATIONS MANAGEMENT/SALES TRAINING
Communications consulting firm has immediate need for part time professional 4-6 days/month. Some travel. Qualifications: 10 years, business and/or educational experience with an interest in conducting seminars. We will train you to conduct our sales & communication skills, seminars in Southfield and other U.S. locations. Sales/Management background preferred. Bright, enthusiastic & personable. Bachelors degree a must.
Send resume to: Box 544
Observer & Eccentric Newspapers
36251 Schoolcraft Rd.
Livonia MI 48150

COST ESTIMATOR Trainee to $1200/wk. For home remodeling. E. J. Bauer 810-624-1500
Personnel Data Report Corp.

CZECH/SLOVAK/PRAGUE
Grand Opening for Multi-Billion Dollar Global U.S. Marketing Corporation into Czech Republic 1st week in March. Looking for aggressive/local U.S. citizens with foreign or local business contacts interested in becoming financially free.
Info: (313) 488-7745

DISTRIBUTOR
Needed for local branch. Vehicle provided and cash paid daily. Our distributors make:
$150-$250 Daily 1st Month
$200-$400 Daily after 1st Month
If you are a self-disciplined person give us a call now. Immediate hire. Call Mr. King for information at:
313-963-4072

EARN $7-$9 HOUR KNOPPOWS
We currently have full and part time positions in all of our decorating centers. We offer complete paid training, flexible schedules, excellent benefits, plus much more. Call our Corporate Personnel Office at:
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ENTRY LEVEL SALES REPS
Earn to $35,000 first year. National company, local territory. Degree preferred. Benefits & excellent training & advancement.

FINE FURNITURE SALES

FRESH FLOWER SALES

GOAL ORIENTED? SELF MOTIVATED? HIGH ACHIEVER?

APARTMENT SEARCH
An Equal Opportunity Employer

HEALTH CARE ALTERNATIVES
$48,000 1st year potential
Our progressive approach to the health care industry has created lucrative opportunities for ambitious professionals. Multi-million dollar corporation, training program, benefits. 810-683-1748

RETAIL ADVERTISING SALESPERSON

We are a successful suburban newspaper looking for a very highly motivated and energetic retail ad salesperson to join our organization. Must have a bachelors degree or equivalent, prefer major in advertising or marketing; excellent communication skills; at least one year of previous sales experience. Preference given to candidates with prior newspaper sales experience. Looking for someone with knowledge of ad design and layout and ability to work in a very busy team-oriented environment. Must have own transportation with a valid drivers license and good driving record. We offer competitive base salary plus commission and excellent fringe benefits package. If this sounds like you, please call Jeannie at (313) 953-2277.

Equal Employment Opportunity Employer

STEAK and ALE Is Growing!!!

We need to fill the following positions:
- Bartenders
- Line Cooks
- Bus persons
- Servers
- Host Hostess
- Dishwashers

We Offer:
- Flexible work schedule
- Competitive hourly rates
- Great training program
- Medical Insurance
- Credit Union
- Paid Vacations
- Meal Program
- Advancement Opportunities

PLYMOUTH I-275 & Ann Arbor Rd.
SOUTHFIELD Northwestern & 10 Mile
FARMINGTON I-696 & Orchard Lake Rd.
MADISON HGTS. I-75 & 14 Mile

Equal Opportunity Employer

AUTO SALES NO EXPERIENCE

We are looking for a FEW individuals who have what it takes to learn OUR way of selling cars. The QUALITY way! IF you have ever wanted a career in sales but were turned down?

NOW IS YOUR CHANCE
EARN 28 TO 38K 1ST YEAR
WE OFFER
- Professional Training
- Huge Inventory
- Salary/ Commission Pay Plan
- 100% Paid BC/BS Plan
- Profit Sharing

Interviews will be held Mon., April 10th & Tues., April 11th 9 AM - 6 PM
ASK FOR MR. METCALF

CHARNOCK OLDS
24555 Michigan
Dearborn
NO PHONE CALLS

NORTH BROTHERS FORD

A FORD "CHAIRMAN'S AWARD" WINNER FOR THE LAST 2 YEARS WANTS NEW VEHICLE SALES PEOPLE

YOU MUST HAVE:
- Aggressive attitude and desire to succeed
- Good work habits
- Proven success in new car & truck sales

WE OFFER:
- Opportunity to sell 5 out of the top ten best selling cars and trucks
- Great working conditions
- 401(K) Savings Plan
- Hospitalization benefits

TO ARRANGE YOUR INTERVIEW
CALL MIKE CANU
NORTH BROTHERS FORD, (313)421-1300

CAREER SALES OPPORTUNITY

For over 45 years a tradition of quality Real Estate Brokerage has been our Hallmark at:

WEIR, MANUEL, SNYDER & RANKE, INC.
Work with some of Michigan's highest earning Real Estate Sales Associates. A limited number of sales positions are currently available.
- OFFICES IN ROCHESTER, TROY, BIRMINGHAM, PLYMOUTH AND WEST BLOOMFIELD.
- IN-HOUSE TRAINING PROVIDED
- TRAINING CLASSES START REGULARLY

For more information and confidential interview with Phyllis Goodrich, Director of Career Development call 851-5500.

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