500 Help Wanted

PRODUCTION CONTROL - Full time position, experienced in production and automotive releasing, typing and computer data entry. Medical benefits, profit sharing. Redford location. Reply to Box 2?? Observer & Eccentric Newspapers 36251 Schoolcraft Road Livonia, MI 48150

PRODUCTION
Immediate openings for Press Furnace Operators, the area an automotive supplier located in Livonia. Excellent benefits package. If you are hard working, dependable, motivated and available for any shift, send resume to: Production, P.O. Box 51218, Livonia MI 48150-0218 Equal Opportunity Employer

PRODUCTION
Precision metal machine shop in Farmington Hills area has immediate openings for full time steady work, some overtime, openings in production, inspection & warehouse. Some openings for the mature person or retiree. Also openings in our Milford area plants. Paid benefits, vacations & holidays. Call Mon. thru Wed. 8am-3pm. (810) 473-8305

PRODUCTION $6.50/HOUR
Immediate openings in assembly, press & saw operation for individuals interested in manufacturing. Excellent working environment, great benefits, full time, day & afternoon shifts, permanent employment. Call (810) 486-5737

PROGRAMMER/ANALYST
Leading manufacturing company seeks additional programmer analyst. Dynamic environment with growth potential. Must have 3+ yrs. with AS/400, RPG III & BPCS software. AS/SET a +. Send resume to 2930 Auburn Rd, Rochester Hills, MI 48309 or fax 810-853-6135

PROJECT ENGINEER
with a BS in Mechanical Engineering & a minimum of 2 years experience in the automotive industry wanted to manage multiple projects of a steering wheel [illegible] company located in Livonia. Ability to deal with people, good organizational skills & problem solving techniques are a must. Please send resume to: PO Box 51323 Livonia, MI 48151

PROPERTY MANAGEMENT
Seeking experienced Resident Manager Couples, Maintenance & Grounds Personnel for our Southfield apartment communities. Please send resume to: Director of property management, 28250 Franklin Rd. Southfield, MI 48034 or call 810-353-3650

PROPERTY MANAGER
Real estate firm is looking for an experienced property manager of commercial office buildings. A strong financial background and computer literacy are a must. Send a confidential resume to: Box #[illegible] Observer & Eccentric Newspapers 36251 Schoolcraft Rd. Livonia, MI 48150

PROTOTYPE PLASTER & PLASTIC LAMINATOR - EDM Ceramic Bench [illegible] Wood Pattern maker 810-363-8634

PROTOTYPE
Sheet metal fabricator, fixture builder and assemblers of interior components. Experienced. Reply to P.O. Box 254, Union Lake, MI 48387 810-363-5418

PUBLICITY SALES ASSISTANT
Small growing Troy based company. Communication skills a must. Send resume and cover letter to: Personnel, 6364 Crooks, Suite #1, Troy, MI 48098

PUNCH OUT PERSON
For new construction apartment complex. Call 810-737-4135 or send resume to: P.O. Box 2360, Farmington Hills, MI 48333-2360

QUALITY CONTROL INSPECTOR
[illegible] individual for production [illegible] Livonia

QUALITY INSPECTOR
Must be able to read blue prints and use various types of measuring instruments. Familiarity with optical comparators, hardness and surface testing equipment is essential. Send resume to: P.O. Box 701450 Plymouth, MI 48170

REAL ESTATE ASSISTANT
Wanted to help busy [illegible] organized [illegible] loan processing [illegible] Microsoft a plus. Flex hours [illegible]. Call Rose 810-343-3000 Ext. 234

REAL ESTATE BOOKKEEPING
Property management development co. looking for professional Bookkeeper for full time position. Software requirements: MPL ACCPAC DPI optional, Lotus 123 for Windows, WordPerfect for Windows. ACT optional. Send resume & salary requirements to: Bookkeeping Position, 32605 W. 12 Mile Rd. Ste 300 Farmington Hills MI 48334 or Fax to 810-448-5543

REAL ESTATE OFFICE NEEDS
Bright, upbeat, positive Office Coordinator. Answer all phones, book appointments, keep records. Good communication skills, good voice, accuracy and punctuality important. Troy & Rochester locations. Send resume including salary history to: Personnel Director P.O. Box 674 Troy MI 48084 Equal Opportunity Employer

Receiving Room Clerk
Duties include acceptance and verification of vendor and UPS shipment contents. Delivery of packages to appropriate areas, driving to post office, replenish supply of copy machine paper in departments and copy center. Assists in other business office service areas as needed. Must possess valid State of Michigan Driver's License. Full benefit package including free tuition after 1 year of service for employee, spouse and eligible children under the age of 24. Starting hourly salary $6.00 - $6.40 per hour. Apply in person or send resume - Madonna University, 36600 Schoolcraft Road, Livonia, MI 48150. Madonna University is an Equal Opportunity Employer

RECEPTIONIST - Hair Salon. Part-time. Must be good with people. Apply - Uptown Salon, Downtown Royal Oak. (810) 545-1730

RECREATION SERVICES SUMMER POSITION
Canton Township is accepting applications for the following summer recreation positions: Jr. Park Leader - $4.25-$5.50/hr; Sr. Park Leader - $5.50-$6.50/hr; Therapeutic Rec Asst - $5.50-$6.50/hr; Softball Scorekeeper - $5.50-$6.50 per game; Golf Course & Clubhouse Workers (Assistants and Range/Cart Attendants) - $4.25-$6.50/hr. Applications must be picked up at the Personnel Division, 1150 S. Canton Center Rd. Last date for filing completed Canton Township applications: April 28, 1995 at 4pm. The Charter Township of Canton does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provision of services. An Equal Opportunity Employer

REFRIGERATION TECHNICIAN/ASSISTANT - must have mechanical ability & be able to work with tools. Call Alan: 313-513-0380

REGLAZER
Wanted with tub reglazer [illegible] Full time apprenticeship. Canton area. (313) 459-9800

RELIEF PHARMACIST, part-time, [illegible]. Computer literate. 1-2 days per week plus vacations. Call David (810) 838-3400

RESERVATION POSITION
Immediate start. No experience necessary. 20 plus hours per week. Southfield location. Earn from $300 to $600 weekly. Days or evenings. Ask for Arturo or Angela. Between 10am-6pm. 810-423-0047

RESIDENTIAL Roofers & Sub-Contractors wanted for full time work for a Novi based company. Call 1-800-380-0448

RETAIL SALES
Excellent opportunity with Livonia retailer. 2-5 years retail experience necessary. Display experience helpful. Sales, weekends and evenings. [illegible] to start. Call 810-[illegible]

RETAIL ASSISTANT MANAGER
Full time position available for busy specialty market located in Livonia. The right candidate should be a highly motivated mature responsible individual with supervisory & grocery retail management experience. Computer experience a plus. Salary commensurate with experience; benefits include medical with dental, retirement & vacation. Send resume to Box #1261 Observer & Eccentric Newspapers 36251 Schoolcraft Rd. Livonia, MI 48150

Retail

BUILDERS SQUARE
SENIOR SALES ASSOCIATES
Minimum 2+ years retail or related trade experience
- Lumber Building Materials Experience in all types of windows and doors, experience in housing construction and woodworking a plus.
- Hardware - Knowledge of power and hand tools, locksmithing and general hardware
- Paint
- Plumbing
- Electrical - Knowledge of lighting fans and basic wiring
- Lawn/Garden - State Certification in horticulture/nursery, experience in greenhouse, landscapes and lawn equipment

STOCKERS (Night Crew)
TEMPORARY SET UP
Apply in person Monday-Sunday from 8:00 am to 8:00 pm at
42000 Ford Road Canton Twp., MI 48187
An Equal Opportunity Employer

Retail

CAREERS ARE IN FULL BLOOM AT FRANK'S
We offer a breath of fresh air when it comes to friendly work environment and terrific advancement opportunities. If you are experienced and enjoy working with people consider the positions we have available at the following stores:
- Sales Assistants • Cashiers
- Stock Assistants • Night Crew

80 N. Adams Rochester Hills, MI
5415 Highland Rd Waterford, MI
7300 Haggerty Rd West Bloomfield, MI
2050 S. Telegraph West Bloomfield, MI

Spring into action and find out more about the growing opportunities at Frank's. We offer competitive wages and flexible hours. Apply in person at your local Frank's store listed above. We are an Equal Opportunity Employer.
FRANK'S
Where Beautiful Things Begin

RETAIL HARDWARE STORE
in Canton needs re-stockers for the Summer. $5.50/hr. 2 Shifts, many openings. Apply Mon.-Fri. 9-11am & 1-3pm. 34771 Ford Rd. E. of Wayne. Picture ID & SS card required.
INTERIM PERSONNEL

Retail Management Trainees
Great entry level management opportunity. Need retail sales experience. Potential for rapid advancement. Great benefits! Call Dawn Robinson 810-332-1170 Harper Associates 29870 Middlebelt Farmington Hills, MI 48334

RETAIL SALES
Heslop's, the leader in china & giftware is looking for Sales Help. Start at $6 an hr. + benefits.
W. Bloomfield Susan 810-737-8080
Rochester Sharon 810-375-0823
Troy Kathy 810-589-1433
Novi Mrs. Weber 810-349-8090
Dearborn Colleen 313-274-8200

RETAIL SALES Management position open for someone energetic & exciting to join our team in a fun cook shop in Novi. Novi Towncenter. Call Anna. Kitchen Glamor 810-380-8600

RETAIL SALES position open to join our team in a fun cook shop. Apply daily: Kitchen Glamor, 26770 Grand River, Redford. Chris 313-537-1300. Novi Town Ctr.-Anna 810-380-8600. W. Bloomfield Orchard Mall -Fred 810-855-4466

Retail Store Manager
Swimming pool company
Pool experience a plus but not necessary. Excellent pay. Call Bill between 11am-3pm. Rainbow Pools 810-528-3622

RETIRED MALE to drive senior male, flexible hours. Valid driver's license (810) 626-1908

RE-USE TECHNICIAN
Part time, 16 hours/week, afternoon shift. Starting $6.80 per hour. Please call Eric Walton 313-525-0780

ROOFING COMPANY looking for general-skilled labor. Skilled labor $8 hr. General Labor $7 hr. Own transportation. 810-423-1241

SALAD PREP
Full time for position that includes salad prep & party trays. Experience preferred. Must be available weekends, excellent starting wage, benefits include medical with dental & vacation. Apply in person only Mon. thru Fri. 9am-5pm.
JOE'S PRODUCE
33152 W. 7 Mile - Livonia

SALES MANAGEMENT
District Managers needed in advertising specialty field for Detroit & suburban areas. Qualified individuals will have previous sales experience or a background in advertising, marketing or promotional projects. Send resume to: Vice President Sales, 18052 Allison, Detroit, MI 48234

SALES/STOCK
Full & part time. Zerbes Health Foods, Livonia. (313) 427-2144

SALES/STOCK - We have an immediate opening in a warm, friendly environment. Livonia area. Call Adam or Ron (313) 261-5379
CRAZY [illegible]

SCREEN PRINTER
2 to 3 years experience. Knowledge in point of purchase printing. (810) 669-1981

SEAMSTRESS with knowledge of fine sewing & tailoring for fine women's apparel store in Birmingham. Call Delores for appointment. (810) 645-6676

SEASONAL HELP until Sept. - Min. 18 yrs., 35-40 hr/wk. Good with public, able to do deliveries, load & unload equipment. Some mechanical knowledge required. Art's Rental Service, 36811 Grand River, Farmington Hills. Mon.-Fri. 10-4. 810-476-3730

SECRETARY FOR Farmington Hills insurance firm. Good clerical skills, some computer knowledge. Call Mr. Acardo 810-661-0080

SEASONAL LABORER
Carpenter's Helper
Canton Township is accepting applications for Seasonal Laborer (Carpenter's Helper) to work on the Historic Travis House Project. Work will involve carpentry and painting assignments and will begin in May; some experience desired. $6-$8 per hr., depending on qualifications. Possession of current, valid Michigan driver's license and an excellent driving record with no more than two points. Applicant may be required to apply for his/her driving record, at own expense, through the Secretary of State. Applications must be picked up at the Canton Township Personnel Division, 1150 S. Canton Center Road, Canton, MI 48188. Last date for filing completed Canton Township application: April 28, 1995 at 4PM. The Charter Township of Canton does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provision of services. An Equal Opportunity Employer

SECOND ASSISTANT GOLF PROFESSIONAL
Canton Township is accepting applications for the position of Second Assistant Golf Professional. This is a seasonal position, working a 50-60 hr work week. Prefer PGA apprentice with Business School I or PGM student (PGA or LPGA). $1200 monthly salary, 80% of individual lessons, 50% of group/clinic lessons, clothing allowance and playing and practice privileges. Applications must be picked up at the Personnel Division, 1150 S. Canton Center Rd., Canton, MI 48188 or send a self-addressed stamped envelope to address above for application form. A completed Canton Township application form must be completed in its entirety or on file with the Canton Township Personnel Division by 4pm, May 8, 1995. No resumes will be accepted without written application form. No faxed applications will be accepted. Job description will be posted at the Township Administration Building. The Charter Township of Canton does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provision of service. An Equal Opportunity Employer

SECURITY FLEX PERSONNEL
Pinkerton is looking for people to fill Flex positions. Those interested must be:
- Willing to travel to various sites in the metro area
- Be available for any shift on any day
- Have reliable transportation

$7.00 per hour with an increase in 90 days. Full benefits. Applications accepted Mon.-Fri. 8am-3pm
PINKERTON SECURITY 22190 W. 9 Mile Southfield (In the Plum Hollow Office Park) An Equal Opportunity Employer

SECURITY GREENFIELD VILLAGE
Individuals needed to assist with crowd control. Part time, May 1st-Labor Day. Must be available Mon-Fri., 9am-5pm, 3 to 4 days/week. Competitive wages. Apply Mon-Fri. 10am-4pm, Henry Ford Museum & Greenfield Village, Education Bldg., 20900 Oakwood Blvd. Dearborn. Equal Opportunity Employer

SECURITY OFFICERS
Industrial locations in Romulus, Dearborn, Huron Twp., Farmington Hills, Pontiac & Detroit. Full or part time available. Must have car & phone. Call MSS, Inc. 810-559-7709

SECURITY OFFICERS
Low key. Perfect for mature adults. Full/part time, weekday nights & weekend days. For west side car dealer locations. (810) 790-4400 Ricco Investigations & Security

SECURITY OFFICERS
DENSO INC has full and part time positions in Livonia, Southfield and Oak Park. Seeking those who take the security/safety field seriously and enjoy working with people. Good wages, benefits and a company that appreciates its employees. Retirees welcome. Call now (810) 478-5267

SECURITY

PART-TIME Security Guard
Standard Federal Bank, one of the nation's largest savings institutions, has an immediate opening for a Part-Time Security Guard. Applicants must be available for flexible scheduling and have no criminal record. Previous security experience is preferred. Please apply in person between 9:30am and 3:30pm at:
STANDARD FEDERAL BANK
Savings/Financial Services
2600 W. Big Beaver Troy, MI 48084
Equal Opportunity Employer M/F/D/V

SECURITY SUPERVISOR
Position available in Southfield at a prestigious office building. Must have 2 yrs. security experience or 1 yr. management experience. $7.25 per hr. plus benefits & uniform furnished. Apply at: The Wackenhut Corp., 22050 Vasser Ste. 450, Livonia. Located E. off Middlebelt, just N. off 7 Mile. (810) 477-9729

SERVICE ADVISOR
Must have good communication skills. No experience necessary. Will train the right person. Health & retirement available. Apply in person: HOLIDAY CHEVROLET 30250 Grand River (313) 474-0500

SERVICE PERSON
Mature, responsible individual needed for full time position for manufactured housing dealership to do warranty repairs. Own tools a must. For appt. Call (810) 349-2500

SERVICE TECHNICIANS - Now hiring. Service Techs. for growing Plymouth, copier & fax dealer. Salary, mileage & benefits. Call Kate (313) 455-5780

SERVICE TECHNICIAN
Need 2 experienced Repair Technicians for commercial appliances. Candidates must know electrical trouble shooting. Experience in refrigeration, natural gas, and some plumbing a plus. (313) 532-8291

SHAPER HAND
Part or full time. Retirees welcomed. Westland (313) 326-4737

Shipping/Receiving
Opportunity in fast paced, growth oriented automotive stamping firm. Requires highly motivated individual with shipping, data entry and hi-lo skills. Career opportunity offers a full time day & afternoon shift position with competitive salary and benefit package. Qualified applicants apply in person: E & E Manufacturing, 300 Industrial Dr., Plymouth, MI 48170 (across from Unisys)

SHIPPING/ RECEIVING/ WAREHOUSE
ALL SHIFTS
$6.50/hr. to start, $7.50/hr. after 3 months & $8/hr. full time.
ARBOR TEMPS 459-1166

SHIPPING/RECEIVING CLERK
Material handler wanted for sheltered workshop. Full time with excellent benefits. Prefer some experience working with individuals with disabilities. Major responsibilities include keeping work stations stocked, preparing work for shipment, quality control, keeping track of employee hours and production, and some work with employees to improve work skills and behaviors. This can be a challenging and rewarding position for the right person. Apply in person at Special Tree Rehabilitation Center, 3100 Maple Rd., Suite 300, Birmingham. No phone calls please. TDD Users call 1-800-649-3777. E.E.O.

SHIPPING/RECEIVING CLERK
Fast paced professional office looking for full time shipping/receiving clerk. Must be well organized and able to lift 70 lbs. Full time position with excellent health benefits. Please apply in person, Mon.-Fri. 9AM-4PM at [illegible] Grand River, Farmington Hills. (810) 476-7530

SHIPPING SUPERVISOR
For day shift. We are a growing co. in need of an experienced organized person to grow with us. Benefits after 90 days. Send resume & salary requirements to: SUPERVISOR 42842 LOMBARDY CANTON, MI 48187

SIDING INSTALLERS NEEDED
Experience helpful but not necessary. Full time. (810) 473-2061

SIDING & ROOFING SUB CONTRACTORS - Experience necessary. Also Laborers needed. (810) 476-8284

SOCIAL WORKER/THERAPIST
To teach parenting classes with high-risk population. Sats. & Tues. AM & Eves. & Weds. Eves. Pontiac, Oak Park & Walled Lake areas. Prefer individual with life experience and Masters Degree. Temporary until mid-July. Could lead to permanent position. Ideal for moms who are recent grads or returning to the workplace. Send Resume to JCS, 25000 Greenfield, Suite 208 Oak Park, MI 48237

SOFTWARE TECHNICAL SUPPORT
A high-tech Farmington Hills based software development firm requires PC programmer to provide technical support for our custom software & hardware. DOS & w/Windows experience required. Salary commensurate with experience. Send resume and salary requirements to: InfoTronics, Inc. 3370 Commerce Drive, Farmington Hills, MI 48335

SPRINKLER REPAIR PERSON
Full time seasonal. Call Mon.-Fri. 8am-4pm. 810-353-3165 An Equal Opportunity Employer

STEEL FITTER
Experienced in structural, miscellaneous iron, stairs & rails. MIG welding a plus. Good working conditions, benefits. Apply at: 12811 Farmington Rd. Livonia, MI 48150 Equal Opportunity Employer

STEEL TOE SHOES
Job available in Westland with Lumber Co. for the Summer. $6.00/hr. Day Shift. Apply Mon.-Fri. 9-11am & 1-3pm. SS Card & Picture ID required.
INTERIM PERSONNEL

STOCK CLERK - Packaging, shipping and receiving. Full time. $6.25 per hour. In Plymouth 313-455-8300

STOCK CLERKS
To $7.50/hr. Full time. Benefits. Farmington/Novi area. Fee paid by Employer.
EMPLOYMENT CENTER AGENCY (810) 569-1636

STOCK-HELP
Clyde's, a large carpet and other flooring distributor is in need of alert, energetic and reliable people to work in our stock handling operation on evenings and weekends. Lifting may be required.
Apply in person 23140 W. Eight Mile Southfield

STOCK HELP
Moving furniture & loading customer vehicles. Part or full time available. Minimum wage to start. Call 313-425-9600. Ask for Paul Evola

STOCKING CREW early morning, no weekends, premium pay. OfficeMax Farmington Hills only. Ask for Pat. (810) 932-2840

STOCK KEEPER
Guardian Alarm in Southfield is looking for a full time stock keeper.
- Shipping & receiving
- Inventory
- Material support

We offer a competitive starting salary plus a full benefit package. Apply in person at:
GUARDIAN ALARM 18000 W. Eight Mile Rd. Southfield, MI 48075 810-563-8500

STOCK & LAUNDRY HELP needed for tuxedo rental store in Livonia. Full & part time. Must be dependable. (313) 525-0020

STOCK PERSON/Janitor and Dishwashers. 20-30 hrs wk. Good wages & benefits. Farmington Hills. Mrs. Evans 810-473-7161

STOCK PERSON RECEIVING CLERK
Full time position available. Need highly motivated, self starter with exceptional organizational skills.
Experience with furniture handling preferred.
Ethan Allen Home Interiors 15700 Middlebelt Livonia, MI 48154 313-261-7780

STOCK
Position available. Full time duties including inventory & light filing, apply Warren Prescriptions, 32910 Middlebelt at 14 Mile, Farmington Hills 810-855-1177

STRUCTURAL & MISC STEEL LAYOUT PERSON. 10 years experience. Must be able to weld Mig & Stick. Excellent benefits. 313-491-0500

STYLIST NEEDED for growing Rochester/Auburn Hills salon. Great commissions, great opportunities, medical insurance available. Call Anthony after 6 PM only 373-2449

SUB CONTRACTORS WANTED
For cleaning work. Must have truck. Earn up to $10 per hr. Please call (810) 231-3058

SUMMER HELP
Southfield Machine Shop 810-358-4208

SURFACE GRINDER & CNC VERTICAL MILL - Good benefit package and steady work. Call (313) 941-1080

SURFACE GRINDER, experienced. Precision Gagemaker. Lathe Operator, experienced. Mill Operator, experienced. Start ASAP. Accra Gauge - 313-261-8250

SURFACE GRINDER - For gage company in Novi. Experience necessary. Good pay & benefits/full time. Air conditioned plant. Call (810) 380-6515

SURFACE GRINDER
Needed for Novi area shop. CALL (810) 348-4885

SWEEPER/HOUSEKEEPING - Full time with benefits. Apply in person only. Livonia Mall Management Office, Entrance G. 9am-3pm

SWIMMING POOL LABORERS needed. Metro Pools, all positions. 313-729-1582

SWIMMING POOL
LABORER & FINISHERS. Chauffeur license a +. Pay scale according to experience. 810-626-5347

SWIMMING POOL renovation help needed. Full time. On the job training. Competitive wages. Royal Oak (810) 288-0080

TAMARAS INSTITUTE
needs experienced and responsible people to fill the following position:
- Cosmetic Sales/Make-up Artist
- Manicurist-Part time (must do acrylic, fiberglass & gel)

Must have previous experience. Apply in person or send resume: 32520 Northwestern Hwy., Farmington Hills MI 48334

TEACHERS & Assistants for childcare center. Experience &/or early childhood. Full & part time. 313-420-3563

TECHS
Livonia firm needs entry level sound and telephone techs. Experience in electronics, computers, telephones or cable pulling required. Union Shop, complete fringe benefits. Immediate openings. Call Lynn: 313-522-2511

TELEMARKETERS
Earn $1000 a week. Incoming calls. Rock & roll atmosphere. Call (313) 207-1840

TELEMARKETERS
Hiring immediately. 100 experienced Telemarketers. Make up to $7.50/hr. Commission & bonus's. (313) 432-0546

TELEMARKETERS. Ticket Sales. Experience preferred. Excellent telephone voice. Mon.-Fri., 5-9pm. Start $6 per hr. 810-569-4679

TELEMARKETERS
Needed for home improvement company. Good pay, plus bonuses & commission. Call Marty. 313-462-2500 ext. 123

TELEMARKETERS (11) At least 6 months experience necessary. Excellent salary or commission. Call (810) 414-6880

TELEMARKETING
Calling for meetings. No selling. Hourly wage. Weekly & monthly bonuses. Supervisory training position also available. Part time. Call 313-274-7003 ext. 66

TELEMARKETING - EXPERIENCED
Commercial, morning shift. Salary plus commission, plus bonus. Call Wayne at (810) 546-0600

Telemarketing Full Time
Extraordinary Telemarketers With Ordinary Paychecks
If your income is less than $350/week, stop wasting your time and we'll train you to make the money you deserve. Our top reps earn $500-$800 a week. You must be energetic, money motivated and have sales ability. Excellent phone communicators only apply. Call Mon-Thurs. 9am-1pm
810-353-3120, ext 661

TELEMARKETING
Some evenings in southfield. $10-$50 guaranteed per hour. Brett 810-353-0707

Telephone Installer/Technician
Entry level & experienced career opportunity. Competitive salary plus a 401K plan, profit sharing & full medical, dental, optical insurance. Apply: 26450 Haggerty Road, Farmington Hills or call for an appointment. 810-489-0000, ext 202

Telephone Travel Counselors
Our Livonia based company has several positions open for Telephone Travel Counselors to work on an exciting new computerized travel information system and making reservations for incoming callers. NO SALES. Must enjoy working on the phone, possess an EXCELLENT phone voice, and have STRONG Data Entry skills. Prior phone experience a plus, but not necessary.
Full time & part time, day & evening shifts available with flexible hours. Some weekends required.
Good pay & benefits plus great advancement opportunities for qualified candidates.
For more information, call after 2:00 p.m. at (313) 261-8220

TEMPORARY POSITION - ORDER FILLERS
Full time, Southfield location. Day shift. June-Sept. No experience necessary. $6 hr. Send resume to P.O. Box 5091, Southfield, MI 48086

TENT INSTALLERS
Crew Foreman & General Laborers needed. Must be dependable and willing to work. (313) 728-9616

THE BENCH MARK in Farmington is looking for full and part time Fly fishing sales people. Fly casting and tying skills required. Contact Paul Goodman or Daniel Cherok 810-477-8116

TILE FLOOR MAINTENANCE - Full time. Benefits. Nights. No experience necessary. $6/hour. For interview call 9am-3pm 313-722-6648

A WORLD CLASS company that manufactures small to medium metal stampings for the automotive market is looking for an experienced hardworking, quality minded tool & die Manager to supervise a tool & die shop. Must be skilled in supervising others, know the trade inside & out, experience in quoting, be able to meet deadlines, take pride & responsibility for work & be a team player. Send resume to: Human Resources, PO Box 274, Novi MI 48376

DO YOU have a good math background? If you are looking for a new opportunity we have an entry level position. We are a metal stamper for automotive needing a person to run our coordinate measuring machine full time. Must have solid background in reading blueprints, with GD&T proficiency at geometry, & trigonometry a must. Excellent benefits are provided. Send resume to Personnel Manager, PO Box 709 Novi, MI 48376

TOOL & DIE MAKER
Automotive supplier has opening for full time Tool & Die Maker. Must be able to run all toolroom equipment, solve tooling problems related to manufacturing processes and work independently. Experience with powered metal tools a plus. Must be journeyman (m/f) or have equivalent experience. Excellent benefits package. Send resume to: Tool & Die, P.O. Box 51218, Livonia MI 48150-0218 E.O.E.

TOOL ROOM MACHINIST
3-5yrs. experience on mills & lathes. CNC a plus. Growing company needs your skills. BC/BS, 401k, profit sharing, life insurance, dental & tuition. Poly Flex, Inc., 10650 W. 8 Mile, Southfield, MI 48075. (810) 358-3900, Fax 358-3905. Mark

TOOL SHOP HELPER - To learn milling & grinding. Some experience helpful. Must be hard working, willing to learn. 12400 Merriman, Livonia

TOW TRUCK DRIVERS
Needed. Experienced. 313-372-5800

TOY COMPANY
in Canton needs packagers for Day Shift. $5.50/hr. Apply Mon.-Fri. 9-11AM & 1-3PM 34771 Ford Rd./E. of Wayne. Picture ID & SS Card required.
INTERIM PERSONNEL

TRAILER MECHANIC for repair shop. Experience preferred but not necessary. Apply 18239 & Telegraph, Romulus. (313) 285-4860

TRAILER MECHANIC for repair shop. Experience preferred but not necessary. Apply at 18239 & Telegraph Romulus (313) 285-4860

TRAINEE POSITION AVAILABLE
Mobile Home Set-Up. No Experience Necessary. Call 313-721-1010

TRAINEES for skilled trades positions in machine tool business - electrical, fluid power and mechanical. Must be mechanically inclined and have good shop math background.
313-584-4196

TRAVEL AGENT - Full-time. Minimum 2 years experience. System One preferred, not required. Ask for Kathy (810) 471-6545

TREE SERVICE
Climber, Apprentice Climber and Groundsman (M/F). Will train. 810-356-3421

TREE TRIMMING, SPRAYING & GROUNDS MAINTENANCE
We are seeking quality-oriented & motivated individuals for a long term career-oriented position. Applicants should have a minimum of 1 year experience in the green industry, possess a valid driver's license with a good driving record. Starting pay $8-$13 per hour for qualified applicants. Excellent medical & benefits package available. Call Mountain Top Tree Service, Mon. thru Fri., between 5pm - 8pm. (810) 348-1670

TROY PRINTING COMPANY needs Customer Service Assistant. Knowledge of printing terminology helpful. 8-5, Mon-Fri., benefits. Mrs. Hansen (810) 583-7070

TRUCK DRIVER
Crier company has immediate full time position available. Flexible hrs. CDL license, [illegible] skills required. Application at: 14870 Telegraph Redford, see Mr. B

TRUCK DRIVER - mature person to drive stake truck for Farmington Hills machine shop. Good driving record, chauffeur's license, knowledge of metro area. Full time, steady work, call Mon. thru Wed. 9am-3pm 810-473-9305

TRUCK DRIVERS
WANTED for intra state work. Immediate openings. (313) 584-4255

Truck Tire Service
Apply at: TRICO BANDAG 12600 Inkster Rd., Redford Twp.

TURN FAT INTO $$$
Losing Weight equals Earning Money. Consultants Needed. 313-513-4777

RECEPTIONIST Part time and also Kennel Help Full & Part time. Weekends, in veterinary office. Experience helpful but will train. 810-646-5588

VINYL/TILE INSTALLERS
Experienced. Must have own truck, tools & references. Call 810-352-4400

WAIT PERSONS
Must be able to work full time split shifts. Excellent monies. See John between 2-4 Mon. - Fri., Steamers 30685 W. 12 Mile Rd., Farmington Hills, at Orchard Lake

ACO HARDWARE WAREHOUSE 2ND SHIFT SHIPPING DEPARTMENT
Lift at least 50 lbs. work in variable temperatures (depending on season), good math and ready skills required. Starting time 4 PM. Starting pay $8.15 hour, good wage progression, 90 days $9.15. Send letter of interest to: 23333 Commerce Dr., Farmington Hills, MI 48335-2764. Attn: Human Resources (who) 810-615-2568

WAREHOUSE ASSISTANT PART TIME
Duties include shipping/receiving, stock putting, and component assembly. Must have experience with all types of hand tools and must be a high school graduate. Send (or fax) resume/work history to: Mike Prentice, Dale Prentice Co., 26511 Harding Ave., Oak Park, MI 48237. 810-399-5500, or Fax 810-399-5559

WAREHOUSE
Distribution center in Livonia seeks full & part time help for light warehousing. Some lifting involved. Ken 313-591-1717

WAREHOUSE DRIVER needed full time with a growing company. Full benefits & competitive wage. Looking for aggressive hardworking person. Non smoking company in Wixom requires CDL License. Send Resume To P.O. Box 436, Wixom, MI 48393

WAREHOUSE
Full time position. Full benefits. Valid driver's license required. Room for advancement. Contact Dale 810-546-6933

WAREHOUSE HELP
Owens & Minor has a full time day or afternoon warehouse opening. Temporary position that may lead to permanent. Apply at: 45755 Five Mile Rd. in Plymouth or Call warehouse manager, 313-455-8300

WAREHOUSE HELP WANTED
For Livonia based company. Call between 8am & 4:30pm 313-591-6777

WAREHOUSE/LIGHT DELIVERY
Livonia Electrical contractor needs full time person (313) 425-1011

WAREHOUSE

Midnight Shift
Leading automotive supplier has an immediate opening for a Lift Truck Operator. Basic job duties include loading and unloading of trucks, and putting stock into bins. Previous lift truck experience and good math skills preferred. Some heavy lifting required. Please submit a completed application to:
AMERICAN YAZAKI CORPORATION
6700 Haggerty Road Canton, MI 48187
An Equal Opportunity Employer
NO PHONE CALLS PLEASE

WAREHOUSE/PM SHIFT
Hardworking, self motivated individual familiar with basic shipping & receiving functions, good driving record a must. CDL a plus. Hi-low experience. Full benefits, profit sharing and quarterly bonus plan. Apply in person between 9-11am and 1-4pm, 35300 Glendale, Livonia. Located between Plymouth Rd. & the Jeffries Expressway and Wayne Rd. & Levan.

WAREHOUSE POSITIONS
Available. Reliable transportation needed. Excellent benefits package & overtime available. $6 hr to start. Opportunity for advancement. Apply at [illegible] World, 29455 W. 8 Mile Rd., Livonia, MI between 8am-4pm.

WAREHOUSE POSITION
Busy sewing company. Full time. Benefits. Overtime available. Livonia area. 313-953-0833

WAREHOUSE POSITIONS
Order Fillers, Hi-Lo Drivers needed for Southfield location. Full time. Must have previous Hi-Lo experience. Teamsters Local 337. Excellent health care benefits. Send resume to: P.O. Box 5091, Southfield, MI, 48086

WAREHOUSE
Short and long term assignments. $5-$6 per hour. Weekend, Livonia and Farmington areas. Call (810) 476-1000. PEOPLEMARK

WAREHOUSE to $7.50 hr. Full time permanent. Benefits. Farmington/Novi area. Fee paid by employer. EMPLOYMENT CENTER AGENCY (810) 569-1636

Warehouse

WAREHOUSE STOCK
Leading National sportswear distributor seeks full-time and part-time pick/order processors. (2:00pm-10:30pm shift) Excellent work environment. Competitive pay rate and benefit package which includes health & dental insurance, vacation, pension plan and 401(k) plan. Candidates must be able to handle multiple tasks, work cooperatively and possess excellent communication skills. Position requires lifting up to 70 lbs. Send resume or apply in person between 9:00am-5:00pm.
BRODER BROS. CO. H.R. DEPT. - WS 45555 PORT ST PLYMOUTH, MI 48170
Sheldon Rd. (1-blk North of M-14), Holm (West) to Jib (South 1-blk).

WAREHOUSE WORKER
Shipping & receiving, light assembly. Troy area. Call 810-362-3650

WELDER
Experience with structural steel & fabrication. Apply at entrance 8001 Ronda Drive, Canton. (Joy & Haggerty)

WELDER
Experienced with Mig & Arc, light gauge to heavy plate. Non-production, steady employment. I-75 & 9 Mile (810) 545-4722

WELDER
Immediate opening in a world-wide company for a welder. Must be experienced with Mig & Tig welding with aluminum. Must have ability to read prints. Full-time, day shift, excellent benefits. Call (810) 486-6737

WELDERS WANTED with some Heliarc experience. Call 313-631-1228

WINDOW INSTALLER'S HELPER
$7/HR. plus overtime. Must have own transportation. If interested call Dan (810) 879-1730

WINDOW WASHERS - Experienced, for tri-county area. $7-$13 hr. based on experience. Own transportation. 313-272-4830 ext 7322

WOMEN & MEN
Accepting applications for plastic injection molding firm. No experience necessary. Friendly atmosphere and excellent benefits including pension and profit sharing. E.O.E. Apply Mon-Fri, 9-4:00pm. - Superior Plastics, 800 E. 2nd St., Rochester.

WORK!!
Help Yourself & Someone Else. We are interviewing for positions as live in non-nursing caregivers in the tri-county area. You must be drug-free, honest, bondable and believe in the work ethic. If this describes you, call to schedule an interview 313-887-7283

50+ JOB OPENINGS!
MAKE UP TO $24,000 YOUR FIRST YEAR!!!
AUTOMOTIVE SUPPLIER NEEDS EMPLOYEES
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For An App't. Today!
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502 Help Wanted-Clerical Office

ACCOUNTANT/BOOKKEEPER
Full charge accountant with accounts payable, receivable and general ledger experience a must. MAS 90 experience a plus. Salary & benefits based on experience. Farmington Hills area. Send Resume to: Box #1070 Observer & Eccentric Newspapers 36251 Schoolcraft Rd Livonia, MI 48150

ACCOUNTANTS BOOKKEEPERS CLERKS
Our staff of financial professionals can match your skills and experience with the employment opportunities you seek. If you're unemployed, we can assist with short or long term projects while we continue to search for permanent positions for you. Positions currently available:
TEMP
Jr. Cost Accountant: Ann Arbor. Accounting degree OR experience. 6 weeks plus. $9-$11/hour
Collections: Ann Arbor. Solid experience required. 4-6 weeks, hourly rate open
Jr. Accountant: Southfield. Payroll, Payables/Receivables thru Trial Balance. Peachtree required. 6-8 weeks. To $10-$12/hour
TEMP-TO-PERM
Receivables: Farmington Hills. Collections & Accounts Receivables. Perm to mid 20's
Payroll Accountant: Oak Park. Perm salary to high 20's
If you'd like to partner with a professional placement firm as a part of your job search plan, call now!
Accountants Connection (313) 513-7800

Accounting
ACCOUNTS PAYABLE CLERK
ACCOUNTING ASSISTANT
FILE CLERK
See our ad in General Help Wanted Section, 500, for SYNTEL, INC.

ACCOUNTING ASSISTANT - Associates degree Accounting or Business Administration with Accounting minor. Computer skills required, salary negotiable with experience. (313) 563-8000

ACCOUNTING CLERK
Builder/Developer seeking full-time clerk to assist with accounting functions. Duties include data entry, accounts payable, accounts receivable, filing. Some office experience preferred. Windows and spreadsheet experience required. Competitive salary and benefits. Fax resume to (810)626-4571 or mail to: Accounting Department 31555 W. 14 Mile Road, Suite 101 Farmington Hills, MI 48334

ACCOUNTING CLERK, full time position immediately available for international training & consulting firm. Must be computer literate with excellent math & verbal skills. Excellent pay & benefits. Please call Perry Johnson Inc. between 10-2pm, & ask for Mr. Holappa. (810) 356-4410
Or send resume in confidence to: Perry Johnson, Inc. 3000 Town Center, Ste. 2960 Southfield, MI 48075

ACCOUNTING
Headquarters of major company in Farmington Hills has an opening due to expansion. Desire individual with cash posting and invoicing experience. Exposure to a mainframe computer a plus. Top benefits include bonus and profit sharing.
Diversified Recruiters
810-344-6700 FAX 810-344-6704

ACCOUNTING/OFFICE CLERK
Part time, flexible hours. Accounts Payable, typing, and PC experience required. Property management background a plus. Please send resume to 363 W. Big Beaver, Suite 100, Troy, MI 48084

ACCOUNTS PAYABLE CLERK - Accurate typist, good figure aptitude, detail minded & well organized. Knowledge of manual bookkeeping helpful. Non smoking environment. Send resume to K.J. Law Engineers, Inc., 42300 W. 9 Mile, Novi, MI 48375 EOE

ACCOUNTING
Payroll to $12.00/hr
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Accounts Receivable to $10.75/hr
Collections to $11.75/hr
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Dearborn (313) 240-8200
Troy (810) 524-3100
Southfield (810) 357-8367
28588 Northwestern #250, Southfield, MI 48034

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- FULL CHARGE Bookkeeper-Supervisor. Eastside distributor. to $30K
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- INVOICING Clerk, east suburbs to $20K

TEMP TO PERM
- JR ACCOUNTANTS - Detroit, Auburn Hills, perm to $23K
- PAYROLL Clerk - Dearborn, perm to $25K

TEMP
- ACCOUNTS Payable Clerks, Southfield, Monroe
- COLLECTORS, Auburn Hills, Livonia, downtown
- PAYROLL Clerks, Grosse Pointe, Sterling Heights

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ACCOUNTANTS ONE
24901 Northwestern Hwy., Ste 510 Southfield, MI 48075

ACCOUNTS PAYABLE/SECRETARY
needed for residential builder. Computer experience necessary. Must be organized and self-motivated. Knowledge of building industry a must. Please mail resume to: Kahan Enterprises, P.O. Box 2333, Southfield MI 48037-2333, or FAX (810) 352-6737

ACCOUNTS PAYABLE CLERK
Position involves prep of invoices for payment, processing checks, data entry, maintaining files, & responding to vendor inquiries. Related experience & strong 10-key skills required. Send resume & salary requirements to: Assistant Controller, CN 3335, Livonia, MI 48151-3335

ACCOUNTS RECEIVABLE
Established property management company seeking responsible individual for computer accounting and resident communications. Call (810) 358-3777

ACCOUNTS RECEIVABLE BOOKKEEPER PART TIME
for small property management office. Computer experience (Libra soft ware) a plus. Please send resume to TAQ, 4000 Town Center, Ste. 190, Southfield MI 48075

ACCOUNTS RECEIVABLE CLERK
Full time for Southfield property management company. Computer experience desired. Fax resume to 810-352-3184

ACCOUNTS RECEIVABLE ORDER ENTRY PERSON
Computer literate, typing, phone collection & general office experience. Send Resume: Eve Lueck 6500 Dobry Dr., Sterling Hts., 48314 EOE

ACCOUNTS RECEIVABLE/BILLING SECRETARY
With 3-5 years experience in computer billing A/R, time data entry & secretarial skills needed for growing Troy law firm. Manac & WordPerfect Windows experience preferred but will train. Hours 9:30-5:30. Please send resume & salary requirements to: Hertler, Prawitz & Nance, P.C., 5800 Crooks Rd., Ste. 180, Troy, MI 48098-2830, Attn: Gail

ACTUARIAL ASSISTANT
Firm of Pension Actuaries seeks person with math background. Degree preferable. Experience valued but not essential. Excellent opportunity. Box #1066 Observer & Eccentric Newspapers 36251 Schoolcraft Rd Livonia, MI 48150

ADMINISTRATIVE ASSISTANT
Real Estate Firm seeks Experienced Secretary. Must be self-starter who is detail oriented, organized, and able to work independently. Must have ability to handle multiple priorities and functions accurately and meet deadlines in a fast paced environment. Computer literacy required, dictaphone and shorthand a plus. Competitive wages and pleasant environment make this an excellent opportunity for the right person. Send resume & salary requirements to: Administrative Assistant 30800 Northwestern Hwy #110A Farmington Hills, MI 48334

ADMINISTRATIVE ASSISTANT
Southfield area. Qualifications include, office management, EXCEL, Word, Project. Salary, mid to upper 20's. Immediate opening. Fax resume to The D Garvey Corp., Attn. DPM. 810-208-0217

CIRCULATION CLERK
Our Rochester office is in need of an energetic individual looking for a part-time job in an exciting working environment. The position requires good communication skills including telephone. At least 6 months prior office experience, preferably some basic computer input skills. Must be able to lift bundles of newspapers weighing up to 35 pounds. We offer an excellent salary and fringe benefit package.
Please call Jeannie at (313) 953-2277.
EOE

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The World's Largest Carpet Manufacturer and Fortune 500 Company is opening a Distribution Warehouse in Livonia.
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Mail to:
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Mail Drop 054-00
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Dalton, GA 30722
EEO-AAE

ADMINISTRATIVE ASSISTANT
Third generation builder/developer is seeking an experienced secretary. Requirements include an ability to work in a fast paced environment, excellent organizational and communication skills, and a willingness to be part of the team. Word processing, spreadsheet experience necessary, preferably with Microsoft, Excel. We offer excellent benefits and a competitive salary. Please submit resume to: 30840 Northwestern Hwy, Suite #270 Farmington Hills, MI 48334 Attn: Personnel

ADMINISTRATIVE ASSISTANT
Publishing firm is looking for an Administrative Assistant. We are interested in a flexible, well organized individual who can handle a variety of assignments simultaneously & be able to meet deadlines. Computer skills a must. Please send resume to: Michelle Lynch, Apartment Shoppers Guide, 29777 Telegraph Rd, Suite 2455, Southfield, MI 48034

ADMINISTRATIVE ASSISTANT
Your all around skills and experience are needed for long term opportunities with major financial headquarters. Candidates should have Word Perfect or Microsoft Word w/Windows. Excellent salary and paid holidays. Call Sally 810-646-7661
UNIFORCE SERVICES

ADMINISTRATIVE ASSISTANT
Expanding Western suburb location has new long term openings. This unique opportunity pays between $9-$13/hr. Windows word processing preferred. Temp to perm opportunity. Call Sally 810-473-2931
UNIFORCE SERVICES

ADMINISTRATIVE ASSISTANT PLYMOUTH
Bookkeeping and composition skills along with Windows ability needed to support company President. Pay $10/hr. Career opportunity starts May 1. Call Debbie at 810-443-1922

ADMINISTRATIVE ASSISTANT
Must be PC literate. Word Processing and typing speed helpful. Novi area. Call Stacy 313-525-4900

ADMINISTRATIVE ASSISTANT
Excellent growth potential with major shipping company in Southfield. Must have MS Word/Windows and Excel. Accounting knowledge a plus.
SNELLING PERSONNEL SERVICES 313-352-1300

Administrative Assistant
IMMEDIATE OPENING!
Knowledge of Word 6.0 a must. Lotus 1-2-3 a plus. Previous experience required.
Call Now: 810-649-4455

ADMINISTRATIVE ASSISTANT
Full Time Opportunity
Needed for busy executive. Will be handling community events, typing, answering phones and scheduling
ET SERVICES & SYSTEMS, INC. 810-569-6428

ADMINISTRATIVE ASSISTANT $26,000
A key position in the marketing department of a well known suburban company. Plush surroundings and great benefits. Just a few of the pluses here. Word processing, creativity appreciated and encouraged. Call Bernice 313-464-0909
SNELLING PERSONNEL SERVICES

ADMINISTRATIVE ASSISTANT/WORD PROCESSING
Busy suburban office has immediate need for strong coordinating and word processing skills. WordPerfect, Windows and/or Microsoft desired. Great location. This is a temp to perm spot. To $10 per hour. Call 810-642-3330 or FAX to 642-FAX 2
M. BOOKSPAN & ASSOCIATES

Administrative Assistant
Downtown Detroit office supply firm seeking experienced administrative assistant. Must have experience entering hours for payroll, knowledge of Windows and Excel helpful. Working in Human Resource Department. 20-24K to start. Eventually will relocate to Plymouth. Fax resumes to 810-643-1668 or call 810-988-0287

ADMINISTRATIVE ASSISTANTS SECRETARIES
$9-$13/HR
Immediate openings with top companies, long/short term assignments. Possible TEMP-TO-HIRE. Must be familiar with word processing programs, good communication skills a must.
Farmington Hills 810-615-0080
Madison Heights 810-545-2550
Rochester Hills 810-650-6030
WESTERN STAFF SERVICES

ADMINISTRATIVE ASSISTANT
Marketing services company has opportunities for individuals to provide administrative and secretarial support. Candidates must possess:
- Strong grammar/communication skills
- Problem solving ability
- Typing/PC - 60-70 wpm
- Microsoft Office, Word Perfect and - Pagemaker desirable
- Ability to handle fast-paced environment
- Good discretion/judgement
- Professional appearance/demeanor
- Previous senior secretarial experience

Positions include excellent benefits, including 401(K) and tuition reimbursement. Adistra is a non-smoking environment. Fax resumes, including salary history to:
ADISTRA CORPORATION Attn: OE-AsAsst 101 Union Plymouth, MI 48170 An Equal Opportunity Employer

ADMINISTRATIVE ASSISTANT
Busy public office requires customer relations, sales & computer skills. Bookkeeping helpful. Part-time, occasional evening & weekend hours. Resume and salary history to 380 S. Bates, Birmingham MI 48009. No phone calls please. Equal Opportunity Employer

Administrative Secretary
Prominent Novi building company needs to fill challenging full time position for Secretary to company executives. Qualities required: flexibility, common sense, cheerful, willingness to learn. Skills required are word processing, transcription, ability to prioritize, business writing. Knowledge of spreadsheet, windows and/or data base helpful. Will consider an entry level graduate of secretarial program with right attitude and skills. Send resume and salary requirements to: Crosswinds, 41050 Vincenti Ct., Novi, MI 48375, Attn: Anya or FAX 810-615-8300

ADMINISTRATIVE SECRETARY
Ingersoll-Rand, a fortune 500 company located in Farmington Hills, has immediate openings for secretaries. Successful applicants must be professional & energetic individuals capable of performing various secretarial duties including excellent typing skills, filing, answering phones, making travel arrangements, sending fax messages, maintaining filing system & sorting mail. We offer a fast paced work environment, a salary commensurate with experience & a competitive benefits program. Qualified candidates should apply in person or send resume with salary history to:
Personnel Department Ingersoll-Rand 23400 Halsted Rd. Farmington Hills, MI 48332
Equal Opportunity Employer M/F/H